

Surf Bay Leisure Pre-Occupation Inspection Sheet

Engineers Initials

503

Manufacturer: SWIFT Model: BORDEAUX Stock No: 27969 Pitch No: PL19-965 01822 810349
 Year: 2012 Beds: 2 Size: 35X12 Serial Number: 9925H Dealer/Park: HARFORD BRIDGE

On arrival at the caravan were the door seals in tact and un-opened Yes / No

IMPORTANT READ THIS FIRST - UNPACKING PROCEDURE

1. Remove external window stickers from all windows
2. Remove protective tape from exterior doors
3. Unpack dining room table and place in position
4. Unpack coffee table and place in position
5. Unpack lounge and dinette seating and seat backs
6. Put up pictures and/or glass shelves if supplied
7. Remove all rubber bands and/or tape from all cupboard doors throughout the holiday home
8. Insert plug into kit²
9. Fit clock if supplied
10. Oven pack conial
11. Unpack hob top
12. Fit fire extinguish
13. Remove all matlr
14. Place cot into lar
15. Unpack bedside
16. Fit all coal hange
17. Place water heater cowl in water heater cupboard
18. Leave leg brace on mat by either external door

ONLY AFTER THIS PROCEDURE HAS BEEN FOLLOWED SHOULD YOU BEGIN YOUR PRE-OCCUPATION INSPECTION



Item	Sale- factory	Recl- fied	Warr- anty	Missing	Photo Taken	Comments
Lounge Area						
Door Mats						
Carpet						✓ Brown Brand Carpet.
Main Table						✓ Sign Spok
Dining Chairs						Between Kitchen & Porance
Chair Pads						
Coffee Table						
Stool						
Scatter Cushions						
Upholstery						
Make up Bed						
Mattress						
TV Unit						
Fire						
Fire Clays						
Fire Coals						
Furniture						
Clock						
Mirror						
Glass Shelves						
Radiators/Electric Panel Heaters						
Picture						
Wall Boards						
Wall Lights and Bulbs						
Curtains/Pelms/Nets						
Curtain Tracks						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						

Item	OK	Faulty	Comments
Kitchen			
Carpet/Lino			
Refrigerator/Freezer			
Dishwasher/Washing Machine (if applicable)			
Worktops			
Sink Drainer/Trey			
Sink Plug			
Drain Off Plugs			
Stop Taps			
Keys			
Handbooks			
Clock Battery			
Locket Door Lock Keys			
Microwave			
Units			
Doors & Drawers			
Cutlery Tray			
Oven Housing & Doors			
Hob Burner			
Hob Burner Caps			
Pan Stands			
Glass Hob Top			
Spishback			
Oven Shakes			
Oven Pack			
Grill Shelf			
Radiators/Electric Panel Heaters			
Blind/Curtain			
The Backs			
Fire Extinguisher			
Wall Boards			
Ceiling Boards			
Ceiling Lights & Bulbs, Spot Bulbs and Shades			
Skylight			
Flyscreen			

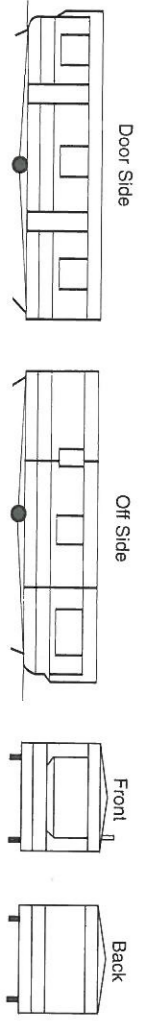
Item	OK	Faulty	Comments
Heater			
Heater/Comb Boiler			
Heater Cowl			

Item	OK	Faulty	Comments
Main Bathroom			
Carpet/Lino			
Curtains/Pelms/Nets/Blind			
Curtain Tracks			
Toilet Cistem & Lid			
Toilet Pan			
Toilet Seat			
Towel Rail			
Toilet Roll Holder			
Sink/Pedestal			
Mirror			
Shower Inc. Hose, Head, Door & Cubicle			
Radiators/Electric panel heater			
Wall Boards			
Ceiling Boards			
Light & Light Bulbs and Shades			
Skylight			
Flyscreen			

Item	Sale- factory	Recl- fied	Warr- anty	Missing	Photo Taken	Comments
En-Suite Bathroom						
Door						
Carpet/Lino						
Curtains/Pelms/Nets/Blind						
Curtain Tracks						
Toilet Cistem & Lid						
Toilet Pan						
Toilet Seat						
Towel Rail						
Toilet Roll Holder						
Sink/Pedestal						
Mirror						
Shower Inc. Hose, Head, Door & Cubicle						
Radiators/Electric panel heater						
Wall Boards						
Ceiling Boards						
Light & Light Bulbs and Shades						
Skylight						
Flyscreen						

Item	Sale- factory	Recl- fied	Warr- anty	Missing	Photo Taken	Comments
Master Bedroom						
Carpet						
Bed Base						
Double Mattress						
Bed Set						
Headboard						
Bedroom Stool						
Radiators/Electric Panel Heaters						
Units						
Jewellery Tray						
Cupboard Doors						
Robe Drawer Unit						
Coat Hangers						
Mirrors/Vanity Mirror						
Curtains/Pelms/Nets						
Curtain Tracks						
Wall Boards and Wall Lights & Bulbs						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						

Item	Sale- factory	Recl- fied	Warr- anty	Missing	Photo Taken	Comments
Twin Bedroom						
Carpet						
Child Restraint Rail/Cot						
Twin Bed Bases						
Single Mattresses						
Bed Sais						
Headboards						
Bedroom Stool						
Radiators/Electric Panel heater						
Units						
Cupboard Doors						
Coat Hangers						
Mirror						
Bedside Cabinet						
Curtains/Pelms/Nets						
Curtain Tracks						
Wall Boards						
Wall Lights and Bulbs						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						



Item	OK	Faulty	Comments
Bedroom Three			
Carpet			
Twin Bed Bases			
Single Mattresses			
Bed Sais			
Headboards			
Bedroom Stool			
Radiators/Electric Panel heater			
Units			
Cupboard Doors			
Coat Hangers			
Mirror			
Bedside Cabinet			
Curtains/Pelms/Nets			
Curtain Tracks			
Wall Boards			
Wall Lights and Bulbs			
Ceiling Boards			
Ceiling Lights & Bulbs, Spot Bulbs and Shades			
Hallway			
Door Mats			
Carpet/Lino			
Kick Boards			
Dado Rails			
Doors Handles & Latches			
Wall Boards and Wall Lights & Bulbs			
Radiators/Electric Panel Heater			
Ceiling Boards			
Ceiling Lights & Bulbs, Spot Bulbs and Shades			
Electric Socket Test			
Socket Location	OK	Faulty	Comments
Lounge Area			
Kitchen			
Hallway			
Master Bedroom			
Twin Bedroom			
Bedroom Three			
General			
Carbon Monoxide Alarm			
Smoke Alarm			
Exterior			
Chassis			
Wheels/Tyres			
Jockey Wheel/A Frame			
Corner Steadies			
Panels			
Windows			
Doors			
Door Catchers			
Exterior Lights			
Down Pipes			
Gutters			
Roof			
Miscellaneous			

Name of Staff Member in attendance
 I hereby agree that Surf Bay Leisure have undertaken a Pre-Occupation Inspection on the above caravan and accept and agree with the findings shown above and confirm apart from those mentioned there are no items missing, damaged, or that require attention.
 Park Signature Date