



safe, secure and affordable housing

Final Inspection Guide

Please refer to the condition of the property as set out in the Property Condition Report completed at the beginning of your tenancy.

The following is provided as a guide to assist in cleaning and restoring your public housing dwelling to the condition shown on your ingoing Property Condition Report. It is not exhaustive, as each dwelling is different and is provided as a guide only.



Oven/Stove

Thoroughly clean the oven, elements and grill. Ensure all crumbs are removed inside and out, including behind the stove. Remove all greasy marks and food crumbs. Glass should be clean and streak free.



Walls/Doors

Dust, and wipe down with water or sugar soap to remove grubby marks and dirt. Hooks, blu tac and any stickers or marks to be removed and patched or restored as per ingoing condition report. External walls to be washed down and cobwebs removed. Door handles to be returned to original condition, replaced or repaired if damaged.



Ceiling fans/Exhaust fans

Ceiling fans are to be dusted, the blades wiped down with a damp cloth to remove dirt and left streak free, exhaust fan covers should be removed, cleaned and replaced.



Your Security Deposit

As the landlord, the Department of Local Government and Housing may notify you that part or all of your security deposit (bond) is being retained to return the rented dwelling to the condition it was provided to you, with regard to fair wear and tear. If the cost of restoring the property to the condition shown in the ingoing report exceeds the amount of security deposit being held, the department may make a claim for the full amount required to cover costs of repairs/cleaning.



External Areas

- Verandah/porch, paths and letterboxes to be clean, rubbish removed, swept and washed down.
- Lawns to be mown, edges trimmed and neat and tidy.
- Garden beds, yard and plants in a neat and tidy condition.
- Garden ornaments, swing sets or other items not provided by the department to be removed.
- Garden sheds, fencing, gates and clothes hoists to be tidy, clean and condition as per ingoing report.
- Wheelie bins must be cleaned and stored in the shed/backyard out of sight.



Cupboards/Wardrobes

Kitchen cupboards, wardrobes and linen cupboards should all be emptied and cleaned, inside and out. Wipe down with a damp cloth and remove marks or dirt.



Bathrooms/Toilets

All tiled areas to be swept or dusted then wiped or mopped as appropriate. Toilet bowls and cisterns to be thoroughly cleaned.



Light Fittings, Power Points, Switches and Controls

To be dusted and wiped clean of dirty marks.



Floors

Sweep or vacuum to remove loose dirt then use a mop and bucket of water to remove all marks and thoroughly clean the floors. Any carpet or other coverings installed by the tenant to be removed and floors restored to condition as per ingoing condition report.



Structures erected

Structures e.g. shade/green houses, lattice etc must be dismantled and all materials removed and condition restored at the tenant's expense as per the ingoing condition report.



Locks/Keys

Check ingoing condition report for number of keys. Ensure all keys are returned or replaced.



Cobwebs

All cobwebs to be removed from all walls, floors, ceilings and surfaces both inside and outside the dwelling.



Windows

Window sills, tracks, fly wire and glass should be thoroughly cleaned, dust and streak free. Check ingoing report for condition of windows and flyscreens. Holes in flyscreens not shown on ingoing condition report should be repaired.

If you have any questions related to your responsibilities when vacating a property, your Property Condition Report or security deposit, you should contact your tenancy manager or the Commissioner of Tenancies at Consumer Affairs toll free on 1800 019 319.

No rubbish is to be left on the premises, all areas to be clean and tidy.

للحصول على مساعدة في اللغة ، برجاء الاتصال ب Housing Territory على الرقم 1300 301 167

如果你需要语言上的协助，请拨这个电话号码给北领地住

屋部 (Territory Housing): 1300 301 167.

Für Hilfe bei Sprachproblemen, bitte rufen Sie Territory Housing an: 1300 301 167.

Αν θέλετε βοήθεια στη γλώσσα σας παρακαλούμε καλέστε την Territory Housing (Υπηρεσία Στέγασης της Επικράτειας) στο 1300 301 167.

Untuk bantuan bahasa, harap hubungi Territory Housing di 1300 301 167.

สำหรับการช่วยเหลือทางด้านภาษา กรุณาโทรศัพท์ต่อ การเคหะแห่งนอร์ทเทอริ (เทอร์ริทอรี เฮ้าซิง (Territory Housing)) ที่หมายเลข 1300 301 167

Muốn được trợ giúp về ngôn ngữ, hãy điện thoại cho Bộ Gia Cư Lãnh Thổ Bắc Úc (Territory Housing) ở số 1300 301 167.

ដើម្បីទទួលបានជំនួយភាសា សូមទូរស័ព្ទទៅ Territory Housing តាមលេខ 1300 301 167 ។

For language assistance please call Territory Housing on 1300 301 167.

Housing Services contacts

Casuarina - Ethos	p: 08 8922 5526
Darwin - Construction House	p: 08 8999 8814
Palmerston - Highway House	p: 08 8999 4767
Alice Springs - Leichhardt Building	p: 08 8951 5344
Tennant Creek - Government Building	p: 08 8962 4497
Katherine - NT Government Centre	p: 08 8973 8536
Nhulunbuy - Shop 2 Arnhem House	p: 08 8987 0533
Client Relations Officer	p: 1300 301 167 or 08 8999 8853