

When signing up your new tenancy you will be notified:

- ◆ Of any additional repair or refurbishments works identified and a timescale for expected completion.
- ◆ Of any proposals for future contract work which may affect the property

Do you need information provided in a different language or format?



We can arrange to have information translated into most languages- please contact the office for further information. We can also provide information in alternative formats (for example, large font or on CD) – again, contact the office for further details.

Manor Estates Housing Association
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**Property
Standard**

Every Manor Estates Property has been let to you as:

CLEAN

- ◆ Free from refuse items and contractors debris, including garden and bin store.
- ◆ All floors swept clean
- ◆ Any floor covering left by previous tenant will be free from loose dirt.
- ◆ Sink, baths, showers, and toilets all clean, hygienic and free from significant staining.

SAFE

- ◆ Electrical systems checked and certified
- ◆ Heating system checked and certified.
- ◆ Provided with instructions for safe operation of heating and hot water systems.
- ◆ Provided with battery powered or mains powered smoke detector and a Carbon Monoxide detector where there is a gas supply.
- ◆ Clear labelling to the mains water and mains gas stop cocks.
- ◆ Floorboards, steps, treads and risers' level and free trip hazards, banisters and handrails fixed secure.

SECURE

- ◆ All glass panes complete and crack free.
- ◆ All windows, doors and gates operational including ironmongery.
- ◆ One lock on each of the property's ground floor entrance doors (or main entrance door of upper flats) will have been renewed (excluding Sheltered Housing)
- ◆ Provided with 2 sets of house keys together with a key for common stair, back door, bin/pram store, car park, common landscaped area, meter cupboard and window locks.
- ◆ Meters read and recorded at void inspection.

YOUR NEW HOME

- ◆ Connection available on occupation to electricity supply and gas supply where gas heating or fire facilities are provided.
- ◆ Heating system operational on occupation
- ◆ Good decorative order/redecoration vouchers available.
- ◆ Installation for supply of hot water in kitchen and bathroom, taps free to turn and all water running clear.
- ◆ Connection available for electric or gas cooker.
- ◆ Grass cut within 4 weeks of the re-let if garden areas are overgrown.