

# Exit condition report – general tenancies (Form 14a)

Residential Tenancies and Rooming Accommodation Act 2008  
(Section 66)



## Address of the rental premises

|  |                   |
|--|-------------------|
|  |                   |
|  | Postcode <b>0</b> |

## Details of the tenant/s

|                    |          |
|--------------------|----------|
| 1. Full name/s     |          |
| Forwarding address |          |
|                    | Postcode |
| Phone              | Mobile   |
| Email              |          |

|                    |          |
|--------------------|----------|
| 2. Full name/s     |          |
| Forwarding address |          |
|                    | Postcode |
| Phone              | Mobile   |
| Email              |          |

|                    |          |
|--------------------|----------|
| 3. Full name/s     |          |
| Forwarding address |          |
|                    | Postcode |
| Phone              | Mobile   |
| Email              |          |

## Name/trading name of the lessor/agent

|   |
|---|
| <b>Peter Currie Real Estate Pty Ltd</b> |
|---|

## Water meter reading at end of tenancy:

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

|      |     |                 |  |
|------|-----|-----------------|--|
| Date | / / | Meter Location: |  |
|------|-----|-----------------|--|

|                   |                         |                         |                         |
|-------------------|-------------------------|-------------------------|-------------------------|
| Tenant/s initials | 1. <input type="text"/> | 2. <input type="text"/> | 3. <input type="text"/> |
|-------------------|-------------------------|-------------------------|-------------------------|

|                       |                      |
|-----------------------|----------------------|
| Lessor/agent initials | <input type="text"/> |
|-----------------------|----------------------|

The Entry (and Exit) reports provide evidence of the condition of the premises at the beginning and ending of the tenancy. Take time to fill these forms in carefully. These documents may be referred to as evidence if there is a dispute over the bond refund at the end of the tenancy.

## Tenant

1. Inspect the premises.
2. Mark each item on the list *clean, working, undamaged* (where applicable).
3. Make a note of any extra items in the *additional comments/information* section.
4. Initial each page of the report. Give it to the lessor/agent as soon as possible once the agreement ends.
5. Talk to the lessor/agent if you disagree about the condition of the premises. Comments can be recorded in the *additional comments/information* section (Page 7) or by attaching a separate page.  
Supporting documentation has been attached  Yes  No
6. Retain the signed copy of the report from the lessor/agent.

## Lessor/agent

1. Inspect the premises.
2. Include comments where you disagree with the tenant's report.
3. Initial each page of the report.
4. Talk to the tenant if you disagree about the condition of the premises. Any agreement can be recorded in the *additional comments/information* section.
5. Return a signed copy of the report to the tenant within 3 business days. Retain a copy for at least one year after the tenancy agreement ends.

**Note: The *Entry condition report* (Form 1a) is compared to this *Exit condition report* (Form 14a) at the end of the tenancy.**

**Do not send to the RTA—give this form to the lessor/agent, keep a copy for your records.**



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Insert **Y/✓** = Yes  
 Insert **N/X** = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| Entry                 |  |  |  |  |  |
|-----------------------|--|--|--|--|--|
| Doors/walls/ceiling   |  |  |  |  |  |
| Windows/screens       |  |  |  |  |  |
| Blinds/curtains       |  |  |  |  |  |
| Fans/light fittings   |  |  |  |  |  |
| Floor/floor coverings |  |  |  |  |  |
| Power points          |  |  |  |  |  |
|                       |  |  |  |  |  |
|                       |  |  |  |  |  |
| Lounge room           |  |  |  |  |  |
| Doors/walls/ceiling   |  |  |  |  |  |
| Windows/screens       |  |  |  |  |  |
| Blinds/curtains       |  |  |  |  |  |
| Fans/light fittings   |  |  |  |  |  |
| Floor/floor coverings |  |  |  |  |  |
| TV/power points       |  |  |  |  |  |
| Air conditioner       |  |  |  |  |  |
|                       |  |  |  |  |  |
|                       |  |  |  |  |  |
| Family room           |  |  |  |  |  |
| Doors/walls/ceiling   |  |  |  |  |  |
| Windows/screens       |  |  |  |  |  |
| Blinds/curtains       |  |  |  |  |  |
| Fans/light fittings   |  |  |  |  |  |
| Floor/floor coverings |  |  |  |  |  |
| TV/power points       |  |  |  |  |  |
| Air conditioner       |  |  |  |  |  |
|                       |  |  |  |  |  |
|                       |  |  |  |  |  |

Tenant/s initials    1.     2.     3.

Lessor/agent initials

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Insert **Y**/✓ = Yes  
 Insert **N**/~~X~~ = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| Kitchen/meals               |  |  |  |  |
|-----------------------------|--|--|--|--|
| Doors/walls/ceiling         |  |  |  |  |
| Windows/screens             |  |  |  |  |
| Blinds/curtains             |  |  |  |  |
| Fans/light fittings         |  |  |  |  |
| Floor/floor coverings       |  |  |  |  |
| Cupboards/drawers           |  |  |  |  |
| Bench tops/tiling           |  |  |  |  |
| Sink/disposal unit/<br>taps |  |  |  |  |
| Stove top                   |  |  |  |  |
| Oven/griller                |  |  |  |  |
| Exhaust fan/<br>rangehood   |  |  |  |  |
| Dishwasher                  |  |  |  |  |
| Power points                |  |  |  |  |
|                             |  |  |  |  |
|                             |  |  |  |  |
|                             |  |  |  |  |
| Dining room                 |  |  |  |  |
| Doors/walls/ceiling         |  |  |  |  |
| Windows/screens             |  |  |  |  |
| Blinds/curtains             |  |  |  |  |
| Fans/light fittings         |  |  |  |  |
| Floor/floor coverings       |  |  |  |  |
| TV/power points             |  |  |  |  |
| Air conditioner             |  |  |  |  |
|                             |  |  |  |  |
|                             |  |  |  |  |
|                             |  |  |  |  |

Tenant/s initials    1.     2.     3.

Lessor/agent initials

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Insert **Y/√** = Yes  
 Insert **N/X** = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| Bedroom 1                 |  |  |  |  |
|---------------------------|--|--|--|--|
| Doors/walls/ceiling       |  |  |  |  |
| Windows/screens           |  |  |  |  |
| Blinds/curtains           |  |  |  |  |
| Fans/light fittings       |  |  |  |  |
| Floor/floor coverings     |  |  |  |  |
| Wardrobe/drawers/shelves  |  |  |  |  |
| Power points              |  |  |  |  |
| Air conditioner           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
| Ensuite                   |  |  |  |  |
| Doors/walls/ceiling       |  |  |  |  |
| Windows/screens           |  |  |  |  |
| Blinds/curtains           |  |  |  |  |
| Fans/light fittings       |  |  |  |  |
| Floor/floor coverings     |  |  |  |  |
| Bath/shower/shower screen |  |  |  |  |
| Wash basin/vanity         |  |  |  |  |
| Mirror/cabinet            |  |  |  |  |
| Towel rails               |  |  |  |  |
| Toilet                    |  |  |  |  |
| Power points              |  |  |  |  |
| Exhaust fan               |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |
|                           |  |  |  |  |

Tenant/s initials    1.     2.     3.

Lessor/agent initials

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 Insert **N/X** = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| Bedroom 2                |  |  |  |  |  |
|--------------------------|--|--|--|--|--|
| Doors/walls/ceiling      |  |  |  |  |  |
| Windows/screens          |  |  |  |  |  |
| Blinds/curtains          |  |  |  |  |  |
| Fans/light fittings      |  |  |  |  |  |
| Floor/floor coverings    |  |  |  |  |  |
| Wardrobe/drawers/shelves |  |  |  |  |  |
| Power points             |  |  |  |  |  |
| Air conditioner          |  |  |  |  |  |
|                          |  |  |  |  |  |
| Bedroom 3                |  |  |  |  |  |
| Doors/walls/ceiling      |  |  |  |  |  |
| Windows/screens          |  |  |  |  |  |
| Blinds/curtains          |  |  |  |  |  |
| Fans/light fittings      |  |  |  |  |  |
| Floor/floor coverings    |  |  |  |  |  |
| Wardrobe/drawers/shelves |  |  |  |  |  |
| Power points             |  |  |  |  |  |
| Air conditioner          |  |  |  |  |  |
|                          |  |  |  |  |  |
| Bedroom 4                |  |  |  |  |  |
| Doors/walls/ceiling      |  |  |  |  |  |
| Windows/screens          |  |  |  |  |  |
| Blinds/curtains          |  |  |  |  |  |
| Fans/light fittings      |  |  |  |  |  |
| Floor/floor coverings    |  |  |  |  |  |
| Wardrobe/drawers/shelves |  |  |  |  |  |
| Power points             |  |  |  |  |  |
| Air conditioner          |  |  |  |  |  |
|                          |  |  |  |  |  |

Tenant/s initials    1.     2.     3.

Lessor/agent initials

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Insert **Y/✓** = Yes  
 Insert **N/X** = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| <b>Bathroom</b>       |  |  |  |  |  |
|-----------------------|--|--|--|--|--|
| Doors/walls/ceiling   |  |  |  |  |  |
| Windows/screens       |  |  |  |  |  |
| Blinds/curtains       |  |  |  |  |  |
| Fans/light fittings   |  |  |  |  |  |
| Floor/floor coverings |  |  |  |  |  |
| Bath                  |  |  |  |  |  |
| Shower/shower screen  |  |  |  |  |  |
| Wash basin/vanity     |  |  |  |  |  |
| Mirror/cabinet        |  |  |  |  |  |
| Towel rails           |  |  |  |  |  |
| Power points          |  |  |  |  |  |
| Exhaust fan           |  |  |  |  |  |
| Toilet                |  |  |  |  |  |
|                       |  |  |  |  |  |
| <b>Toilet</b>         |  |  |  |  |  |
| Doors/walls/ceiling   |  |  |  |  |  |
| Cistern               |  |  |  |  |  |
| Light fittings        |  |  |  |  |  |
| Exhaust fan           |  |  |  |  |  |
|                       |  |  |  |  |  |
| <b>Laundry</b>        |  |  |  |  |  |
| Doors/walls/ceiling   |  |  |  |  |  |
| Windows/screens       |  |  |  |  |  |
| Blinds/curtains       |  |  |  |  |  |
| Fans/light fittings   |  |  |  |  |  |
| Floor/floor coverings |  |  |  |  |  |
| Wash tubs             |  |  |  |  |  |
| Washing machine/dryer |  |  |  |  |  |
| Power points          |  |  |  |  |  |

Tenant/s initials

|    |    |    |
|----|----|----|
| 1. | 2. | 3. |
|----|----|----|

Lessor/agent initials

|  |
|--|
|  |
|--|

**Exit condition report – general tenancies (Form 14a)**  
*Residential Tenancies and Rooming Accommodation Act 2008 (Section 66)*



Insert **Y/✓** = Yes  
 Insert **N/X** = No

|       |         |           |
|-------|---------|-----------|
| Clean | Working | Undamaged |
|-------|---------|-----------|

**Tenant/s**  
 Comments (if any)

**Lessor/agent**  
 Comment on tenant/s report

| General                    | Clean | Working | Undamaged | Tenant/s Comments (if any) | Lessor/agent Comment on tenant/s report |
|----------------------------|-------|---------|-----------|----------------------------|---|
| Smoke alarms*              |       |         |           |                            |   |
| Security devices           |       |         |           |                            |   |
| Electrical safety switches |       |         |           |                            |   |
| Hot water system           |       |         |           |                            |   |
| Keys/locks/remotes         |       |         |           |                            |   |
| Staircases/railings        |       |         |           |                            |   |
| Wheelie & recycle bins     |       |         |           |                            |   |
| Pool/equipment             |       |         |           |                            |   |
| Street number/letter box   |       |         |           |                            |   |
| External walls             |       |         |           |                            |   |
| Balcony/porch/deck         |       |         |           |                            |   |
| Awning/gutters             |       |         |           |                            |   |
| Paving/ pergola            |       |         |           |                            |   |
| Garage/car port/ storeroom |       |         |           |                            |   |
| Garden shed                |       |         |           |                            |   |
| Gates/fences               |       |         |           |                            |   |
| Grounds/garden             |       |         |           |                            |   |
| External taps/hose         |       |         |           |                            |   |
| Clothes line               |       |         |           |                            |   |
| Solar panels               |       |         |           |                            |   |
| Paths/driveway             |       |         |           |                            |   |

**\*Smoke Alarms** - In relation to smoke alarms, where the boxes 'working' &/or 'undamaged' have been ticked, it confirms only that at the time of testing, each smoke alarm's battery & alarm sounder were working.

**Additional comments/information**

|  |
|--|
|  |
|--|

**Lessor/agent**

|            |             |
|------------|-------------|
| Signature  | Date<br>/ / |
| Print name |             |

|                  |                  |                                  |
|------------------|------------------|----------------------------------|
| Gas bottle level | Water tank level | Pool safety certificate location |
|------------------|------------------|----------------------------------|

**Tenant 1**

|            |             |
|------------|-------------|
| Signature  | Date<br>/ / |
| Print name |             |

**Tenant 2**

|            |             |
|------------|-------------|
| Signature  | Date<br>/ / |
| Print name |             |

**Tenant 3**

|            |             |
|------------|-------------|
| Signature  | Date<br>/ / |
| Print name |             |