

RICS
Building Survey 

Property address

SAMPLE

Client's name

SAMPLE

Date of inspection

SAMPLE



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Description of the RICS Building Survey Service
Typical house diagram

* Please read the entire report in order

RICS is the world's leading qualification when it comes to professional standards in land, property and construction.

In a world where more and more people, governments, banks and commercial organisations demand greater certainty of professional standards and ethics, attaining RICS status is the recognised mark of property professionalism.

Over 100,000 property professionals working in the major established and emerging economies of the world have already recognised the importance of securing RICS status by becoming members.

RICS is an independent professional body originally established in the UK by Royal Charter. Since 1868, RICS has been committed to setting and upholding the highest standards of excellence and integrity – providing impartial, authoritative advice on key issues affecting businesses and society.

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A Introduction to the report

This Building Survey is produced by an RICS surveyor who has written this report for you to use. If you decide not to act on the advice in this report, you do this at your own risk.

The Building Survey aims to:

- help you make a reasoned and informed decision when purchasing the property, or when planning for repairs, maintenance or upgrading of the property;
- provide detailed advice on condition;
- describe the identifiable risk of potential or hidden defects;
- where practicable and agreed, provide an estimate of costs for identified repairs; and
- make recommendations as to any further actions or advice which need to be obtained before committing to purchase.

Section B gives an outline description of what the inspection covers. A more detailed description is contained in the 'Description of the RICS Building Survey Service' at the end of this report.

Any extra services provided that are not covered by the terms and conditions of this report must be covered by a separate contract.

After reading this report you may have comments or questions. If so, please contact the RICS surveyor who has written this report for you (contact details are given in section L).

If you want to complain about the service provided by the RICS surveyor, the surveyor will have an RICS-compliant complaints handling procedure and will give you a copy if you ask.

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Surveyor's name	SAMPLE		
Surveyor's RICS number	SAMPLE		
Company name	Marshalls Chartered Surveyors		
Date of the inspection	SAMPLE	Report reference number	SAMPLE
Related party disclosure	Not applicable.		
Full address and postcode of the property	SAMPLE		
Weather conditions when the inspection took place	It was mainly dry with light showers at the time of the inspection. This followed a period of changeable weather.		
The status of the property when the inspection took place	The property was occupied and fully furnished with floor coverings and finishes in the rooms. The vendors, Mr & Mrs SAMPLE, were present at the time of our visit.		
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We inspect the inside and outside of the main building and all permanent outbuildings. We also inspect the parts of the electricity, gas/oil, water, heating, drainage and other services that can be seen, but these are not tested other than through their normal operation in everyday use.

To help describe the condition of the home, we give condition ratings to the main parts (the 'elements') of the building, garage and some parts outside. Some elements can be made up of several different parts.

In the element boxes in parts E, F, G and H we describe the part that has the worst condition rating first and then outline the condition of the other parts. The condition ratings are described as follows.

3	Defects that are serious and/or need to be repaired, replaced or investigated urgently.
2	Defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.
1	No repair is currently needed. The property must be maintained in the normal way.
NI	Not inspected (see 'Important note' below).

Important note: We carry out a desk-top study and make oral enquiries for information about matters affecting the property.

We carefully and thoroughly inspect the property using our best endeavours to see as much of it as is physically accessible. Where this is not possible an explanation will be provided.

We visually inspect roofs, chimneys and other surfaces on the outside of the building from ground level and, if necessary, from neighbouring public property and with the help of binoculars. Flat roofs no more than 3m above ground level are inspected using a ladder where it is safe to do so.

We inspect the roof structure from inside the roof space if there is safe access. We examine floor surfaces and under-floor spaces so far as there is safe access and permission from the owner. We are not able to assess the condition of the inside of any chimney, boiler or other flues. We do not lift fitted carpets or coverings without the owner's consent. Intermittent faults of services may not be apparent on the day of inspection.

If we are concerned about parts of the property that the inspection cannot cover, the report will tell you about any further investigations that are needed.

Where practicable and agreed we report on the cost of any work for identified repairs and make recommendations on how these repairs should be carried out. Some maintenance and repairs that we suggest may be expensive. Purely cosmetic and minor maintenance defects that have no effect on performance might not be reported. The report that we provide is not a warranty.



Please read the 'Description of the RICS Building Survey Service' (at the end of this report) for details of what is, and is not, inspected.

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This section provides our overall opinion of the property, highlighting areas of concern, and summarises the condition ratings of different elements of the property (with only the worst rating per element being inputted in the tables). It also provides a summary of repairs (and cost guidance where agreed) and recommendations for further investigations.

To make sure you get a balanced impression of the property, we strongly recommend that you read all sections of the report, in particular the 'What to do now' section, and discuss in detail with us.

Overall opinion

Our inspection revealed the property to be structurally satisfactory with no major repairs required. The various works outlined in the report are very typical and are not serious, although you must be prepared to accept the cost and inconvenience of dealing with the various repair and improvements required. These items are common in properties of this age and type and provided that the necessary works are carried out to a satisfactory standard, no more than normal maintenance should be needed.

3

Section of the report	Element number	Element name
E: Outside the property	N/A	There are no elements with this condition rating.
F: Inside the property	N/A	There are no elements with this condition rating.
G: Services	G1	Electricity.
	G2	Gas/oil.
	G4	Heating.
H: Grounds (part)	N/A	There are no elements with this condition rating.

2

Section of the report	Element number	Element name
E: Outside the property	E1	Chimney stacks.
	E3	Rainwater pipes and gutters.
	E4	Main walls.
	E8	Other joinery and finishes.
F: Inside the property	N/A	There are no elements with this condition rating.
G: Services	G8	Other services/features.
H: Grounds (part)	N/A	There are no elements with this condition rating.

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Section of the report	Element number	Element name
E: Outside the property	E2	Roof coverings.
	E5	Windows.
	E6	Outside doors (including patio doors).
F: Inside the property	F1	Roof structure.
	F2	Ceilings.
	F3	Walls and partitions.
	F4	Floors.
	F5	Fireplaces, chimney breasts and flues.
	F6	Built-in fittings.
	F7	Woodwork.
	F8	Bathroom and kitchen fittings.
G: Services	G3	Water.
	G5	Water heating.
	G6	Drainage.
H: Grounds (part)	H1	Garage(s).

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Summary of repairs

Formal quotations should be obtained prior to legal commitment to purchase the property

Repairs

The various elements of the property requiring significant repair are listed below (generally these are the items Condition Rated 2 or 3 in the report):

- Repairs to the chimney stack (See E1 Chimney stacks).
- Works to the rainwater fittings (See E3 Rainwater pipes and gutters).
- Lowering the high external ground levels (See E4 Main walls).
- External decoration (See E8 Other joinery and finishes).
- Improved detectors (See G8 Other services/features).

Further investigations

Further investigations should be obtained prior to legal commitment to purchase the property
(see 'What to do now')

The various elements of the property requiring further investigation are listed below. These are generally the items in the report given a Condition Rating 3 (further inspection):

- Further inspection of the electrical installation (See G1 Electricity).
- Further inspection of the gas installation (See G2 Gas/oil).
- Further inspection of the heating installation (See G4 Heating).

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Type of property	The property comprises a semi-detached two storey house, which faces approximately north.
Approximate year the property was built	1930
Approximate year the property was extended	1980
Approximate year the property was converted	Not applicable.
Information relevant to flats and maisonettes	Not applicable.

Accommodation

Ground Floor

Entrance hall, living/dining room,

First Floor

Landing, three bedrooms, family bathroom with WC.

Construction

The main roof is covered with plain concrete tiles. There is a flat felt covered roof over the rear extension.

The main walls are constructed of cavity brick and blockwork. The first floor bay is timber framed and finished with tile hanging.

The floors are of concrete and suspended timber construction.

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About the property

Means of escape

There is adequate means of escape via the windows and doors.

As the property has accommodation on two storeys, no special precautions are needed, but good smoke and heat detection is essential to give early warning of a fire and allow for emergency exit (See section G8 Other services/features).

Security

There is no burglar alarm and you may wish to consider having one installed.

The windows all incorporate locking handles.

The multi-point door locks are satisfactory. To ensure security, it is advisable to change the locks when taking up occupation.

There is some external floodlighting, which is a useful deterrent. However, the end position of the plot is more vulnerable.

Energy

We have not prepared the Energy Performance Certificate (EPC). If we have seen the EPC, then we will report the 'Current' rating here. We have not checked this rating and so cannot comment on its accuracy. We are advised that the property's current energy performance, as recorded in the EPC, is:

Energy Efficiency Rating

E45

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About the property (continued)

Services

Gas

Mains

Other

Electricity

Mains

Other

Water

Mains

Other

Drainage

Mains

Other

Please see section K for more information about the energy efficiency of the property

Central heating

Gas Electric Solid fuel Oil None

Other services or energy sources (including feed-in tariffs)

Grounds

The property occupies a regular and fairly level plot, which has open plan gardens to the front with enclosed gardens to the rear.

There is a single sized garage. There are no other permanent outbuildings.

Location

The property is situated in a popular and established residential area close to SAMPLE town centre.

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Facilities

There is good access to all local facilities and amenities, mainly available in the town centre.

Local environment

There are no planning or highway matters that are likely to adversely affect the value of The Property, although no enquiries have been made to the Local Authority.

The property is not situated in an area that The Environment Agency (<http://www.environment-agency.gov.uk>) has indicated could be at an increased risk from river flooding. To our knowledge, neither The property nor the immediate areas have flooded in recent.

The property is not situated in an area thought to be at a significantly increased risk from Radon.

Other local factors

There are no significant adverse factors regarding the location of the property, to our knowledge. However, there will be some noise from the road and you should ensure that this will not significantly affect your enjoyment of the property.

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Limitations to inspection

		1	2	3	NI
E1 Chimney stacks	<p>There is a single brick chimney stack, which is shared with the adjoining house. The stack has four flues, which are fitted with clay pots and currently unused.</p> <p>The stack is sealed to the roof coverings with lead flashings.</p> <p>The mortar pointing has weathered and there are a number frost damaged bricks. Condition Rating 2. Patch pointing and replacement of the worst affected bricks will be needed.</p> <p>The mortar bedding the pots has cracked. Condition Rating 2. Patching will be needed to minimise the risk of falling masonry (See section J3 – Risks to People).</p> <p>Notes:</p> <ul style="list-style-type: none"> - The material cost of repairs to chimneys is usually minimal, but scaffold will be required for safe access and this can be expensive. Repair works are best carried out by a competent roofing contractor or builder. - Any works on shared chimney stacks should be undertaken in co-operation with neighbouring owners. - Ideally, any unused flues should be cowed and ventilated to prevent rain penetration and minimise possible condensation (See section K4 – ventilation). Cows also help deter nesting birds. 		2		

E2 Roof coverings	<p>The main roof is covered with plain clay tiles finished with half-round hip and ridge tiles bedded in mortar. The roof slopes are lined with felt, which provides secondary protection against water and snow penetration.</p> <p>The exposed roof edges (verges) are finished with mortar pointing. The valley gutters are formed with tiling.</p> <p>There is a flat felt covered roof over the rear extension.</p>		1		
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There is the odd slipped and missing tile. Condition Rating 1. Whilst not ideal, urgent replacement is not essential.

The mortar below a number of the tiles finishing the ridges has cracked and weathered. Condition Rating 1. No urgent repairs are required at this stage, as none of the tiles appear to be working loose. However, these tiles are often dislodged by high winds and for safety they should be periodically checked and re-fixed, as found necessary.

The bedding mortar to the verges (exposed roof edges) has suffered from some cracking. Condition Rating 1. This is not serious and no repairs are required at this stage.

The flat roof over the rear extension is old. Condition Rating 1. Whilst still watertight, you should budget for re-covering.

Notes:

- It is essential that the roof coverings are kept in good order to minimise the risks of water penetration and timber deterioration. Roofs are often damaged during maintenance and aerial installation. Care should be taken. For safe access, scaffolding is required for most roof repairs and this can be expensive. Repair works involving over a quarter of the area of a roof will need Building Regulation permission unless undertaken by a member of the 'Competent Person Scheme', such as a Competent Roofer.
- Valley gutters are often a source of leakage due to blockages and regular inspection/cleaning should be undertaken.
- It should be noted that felt roofs are prone to sudden failure and standard felts only have a typical life, from new, of 10-15 years. Therefore, periodic re-covering will be necessary. When this is undertaken, the supporting timbers and decking should be checked for rot. Insulation and ventilation should also be upgraded, as necessary (See section K1 – insulation and section K4 – ventilation). Consideration should be given to the use of high performance coverings which, although initially more costly, have a longer useful life.
- The moss growth to the roof surfaces is not serious, although occasional cleaning down will be needed. Care should be taken as some damage to the coverings may occur when removal is undertaken.

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E3 Rainwater pipes and gutters	<p>Stormwater from the main roof discharges into old metal rainwater fittings. There are newer plastic fittings to the extension roof. 2</p> <p>The fittings have not been maintained and are in need of a general overhaul, principally cleaning, re-sealing of joints and some re-alignment. Condition Rating 2. The decorations to the fittings are worn. Condition Rating 2.</p> <p>Notes:</p> <ul style="list-style-type: none"> - For safe access, scaffolding or access equipment will be needed for most repairs and maintenance works to the rainwater fittings, which can be expensive. Repair works are best carried out by a competent roofing contractor or builder. - The older fittings are nearing the end of their useful life. Whilst they could be overhauled, replacement should be considered as this will reduce the need for future maintenance. - In view of the nearby trees, the gutters will require more regular cleaning along with re-sealing of joints.
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E4 Main walls	<p>The main walls are constructed of cavity brick and blockwork with a bitumen felt damp-proof course. The first floor bay window is timber framed and finished with tile hanging. 2</p> <p>The walls generally measure around 275mm in thickness.</p> <p>Ground levels around the property are too high in areas, particularly at the front where the blockwork driveway has been laid. Whilst there are no signs of internal dampness at present, the risk of future problems is increased (See section J1 – Risks to the Building). Condition Rating 2. It is good practice to maintain a 150mm (two bricks) clearance between external levels and the damp courses to prevent possible bridging and damp penetration. High ground levels also increase the possibility of surface water ingress, particularly to vulnerable areas such as door openings. Therefore, the levels should be lowered.</p> <p>There is some cracking between main house and bay window. Condition Rating 1. This is due to slight consolidation of the bay, which would have been built from lesser foundations. The majority of this movement would have occurred shortly after construction and is not considered serious or progressive. No major repairs or further investigations are required.</p> <p>The pointing to the older walls has weathered. Condition Rating 1. Whilst not yet serious, ongoing patch pointing will be needed.</p>
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Notes:

- For safe access, scaffolding or access equipment will be needed for most repairs at height to the walls and this can be expensive. Repair works are best carried out by a competent building contractor.
- In order to minimise the risks of damp penetration and decay, it is essential to maintain the exterior of the property in good order at all times.
- The cavity walls are formed in two leaves, which are usually held together with metal wall ties. Ties manufactured before 1981 are at an increased risk of corrosion, which if serious, can lead to structural failure. The condition of these ties cannot be properly ascertained without opening up the structure, but externally, there are no signs of any defects. When taking account of the factors which make structures susceptible to wall tie corrosion, the risks with this property are small and no further action is considered necessary at this stage.
- If any new areas of hardstanding are laid around the property, they should be set at an appropriate level (usually 150mm below damp proof course or internal floor level). The surfaces should also fall away from the walls, to ensure the efficient removal of surface water. The use of free draining materials, such as gravel, is good practice as this allows easy evaporation of moisture and helps to minimise the risks of dampness.
- Shrubs and creepers growing against walls are attractive, but it is important that they are regularly cut back as they can cause damage and encourage dampness by reducing evaporation from the masonry. Creepers should not be allowed to grow into roof coverings or rainwater fittings as very expensive damage can occur.
- It is likely that the later extension walls incorporate insulation built-in during construction (See section K1 – Insulation).
- The cavity walls to the main house have been provided with insulation after construction. If possible, your Legal Advisers should confirm if there are any guarantees or Building Regulation permissions available (See section I2 – Guarantees).

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E5 Windows	<p>The property is fitted with PVC-u framed windows, which are double glazed and draught proofed. The frames have locking handles. 1</p> <p>Notes:</p> <ul style="list-style-type: none"> - The seals around the edges of double glazed sealed units often fail, allowing moisture to penetrate between the panes of glass, which results in misting and condensation. Whilst unsightly, this is not usually serious, although there is no means of repair and complete replacement of affected units is the only possible solution. - Damp can easily penetrate around the edges of window (and door) frames. To minimise problems, it is essential that the frames are kept in repair and carefully sealed to the walls. - Windows can suffer from high levels of condensation, particularly during cold weather. This can be difficult to manage, but is often minimised by good heating and ventilation. Any mould growth is best cleaned with dilute bleach. - Replacement window (and door) frames that were fitted after April 2002 should have either building regulation approval or have been installed by a member of a 'competent person scheme', such as FENSA, CERTASS etc. These are government approved trade associations whose members can self-certify that their installations meet the standards of the building regulations. You should ask your Legal Adviser to check whether these frames comply and whether there is a guarantee available (see section 12 – Guarantees). - All window lock keys should be kept readily available to allow for emergency escape.
E6 Outside doors (including patio doors)	<p>The property is fitted with a PVC-u front door. The kitchen and rear French doors are also PVC-u framed. The doors have multi-point locks. 1</p> <p>Notes:</p> <ul style="list-style-type: none"> - When taking up occupation, it is advisable to change the locks. All door keys should be kept readily available to allow for emergency escape.
E7 Conservatory and porches	None. NI
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E8 Other joinery and finishes	<p>The other areas of external joinery are formed with timber and PVC-u.</p> <p>The soffits (the horizontal boards between the walls and the vertical fascia boards) are formed with cement boarding.</p> <p>The external decorative finishes are worn. Condition Rating 2.</p> <p>Notes:</p> <ul style="list-style-type: none"> - Regular renewal of the decorations will be required to prevent deterioration and help to maintain the visual appearance of the property. When redecoration is undertaken, the edges of the window and door frames should be carefully inspected and re-sealed as necessary in order to minimise the risks of damp penetration. For safety, proper access equipment should be used. - Lead paint may have been used previously (See section J3 – Risks to People). When this peels and flakes it can be harmful, particularly to pregnant women and children. Testing kits are readily available and if found, the paint should be removed carefully with appropriate precautionary measures taken. - The cement boarding may contain a small proportion of asbestos (although this cannot be definitely confirmed without laboratory testing). This material should not constitute a health hazard unless it is disturbed, drilled or substantially damaged, as this will cause the release of asbestos fibres. However, if removal is required, sensible precautions should be taken (see further information at www.hse.gov.uk). At present, there is no requirement for this work to be undertaken by a licensed asbestos removal contractor (See section J3 – Risks to People). 	2
E9 Other	<p>There are no other external matters affecting the main property that require further comment.</p>	NI

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Limitations to inspection

F1
Roof structure

1 2 3 NI

1

Access to the roof space is gained via a hatch in the landing ceiling. There is a loft ladder and also a light.

The roof is constructed of traditional 'cut' timber framing.

The structure has distorted slightly over the years. Condition Rating 1. No strengthening is required and the performance of the coverings will not be affected.

There is slight water staining around the chimney breast. Condition Rating 1. The staining appeared old and was dry, but should be periodically monitored.

Notes:

- The loft provides useful storage, but it should never be overloaded as this can cause sagging of the joists and damage to the ceiling finishes. All stored items should be well protected.
- Upgrading of insulation levels should be considered to reduce heat losses and also minimise the risks of frost damage and plumbing leaks (See section K1 – Insulation).
- Mice and other vermin are common in lofts and often enter buildings during autumn as the colder weather approaches. As electrical cabling and insulation could be harmed, poison should be carefully laid or traps set.
- There are some old and inactive wasps' nests. Old nests are often found in lofts, but there is no need for removal, as they will cause no damage. Wasps do not re-use old nests, but sometimes build new ones in the same area. Active nests can usually be easily treated at minimal cost.
- There are no signs of any active infestation by wood boring insects to the roof timbers (often called woodworm). However, it must be appreciated that a property of this age may have suffered from some infestation to areas currently hidden. If any active infestation is found in the future, localised treatment should be sufficient.

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F2 Ceilings	<p>The ceilings are constructed of plasterboard with plastered and textured paint (often called Artex) finishes. There is a water stain to the ceiling in the kitchen, apparently caused by spillages from the bathroom above. Condition Rating 1. The stain appeared old and dry, but nevertheless, it should be monitored, as repairs may be needed.</p> <p>Notes:</p> <ul style="list-style-type: none"> - The shrinkage and differential movement cracks that are visible, mainly at the corners and joints, are not serious and only minor filling and decoration will be required. - Some older textured finishes contain a small amount of asbestos (although this cannot be definitely confirmed without laboratory testing). This material is considered safe under normal circumstances, providing it remains undisturbed. Therefore, the finishes should not be worked or sanded, as this may cause the release of fibres. If a smooth finish is required, re-plastering is advised. However, if future removal is required, sensible precautions should be taken (see further information at www.hse.gov.uk). At present, there is no requirement for this work to be undertaken by a licensed asbestos removal contractor (See section J3 – Risks to People). - The sloping ceilings are likely to contain little or no insulation. However, upgrading will be difficult without considerable exposure work (See section K1 – Insulation). 	1
F3 Walls and partitions	<p>The internal walls and partitions are constructed of masonry and studwork with plastered and boarded finishes. There is tiling to the 'wet' areas.</p> <p>The original wall between the living and dining rooms has been removed. Condition Rating 1. The supports are not visible, but there are no signs to suggest any failure caused by this work.</p> <p>Notes:</p> <ul style="list-style-type: none"> - Removal of internal load-bearing walls is a structural alteration and should be undertaken with Building Regulation Consent. Your Legal Advisers should make further formal enquiries of The Local Authority (although often such consents were not obtained with older work). Whilst there are no signs of failure, in the absence of any consents or proper supervision, there is a small risk of concealed defects requiring additional work and expense (see section I1 – Regulation). 	1
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- No serious condensation problems were noted. However, condensation is present to a degree in all properties due to relatively warm, moist air from day to day activities, such as cooking and bathing coming into contact with cold surfaces, such as walls and glazing. The warmer air then cools and it is unable to hold as much moisture, resulting in the formation of water on the surface and subsequent dampness. Condensation can be a difficult problem to manage, but good insulation and sensible use of heating and ventilation will help. Care should be taken when storing perishable articles, such as books and clothes, as these may deteriorate.
- The general shrinkage and differential movement cracks, mainly visible at the corners and openings, are not of a structural nature and only minor filling will be required, prior to redecoration.
- The edge seals to tiled areas, particularly around sanitary fittings, are often a source of water leakage and potential rot. Periodic inspections should be undertaken.

F4
Floors

The majority of the floors are of suspended timber construction with boarded finishes. The kitchen floor is of concrete construction with older quarry tiled finishes.

1

Notes:

- Furniture, finishes and floor coverings prevented a detailed inspection.
- Older solid floors were not built with a waterproofing layer (a damp proof membrane). This is not serious with the present quarry tiled finishes. However, it is best to avoid impervious coverings such as vinyl or foam backed carpets as these will prevent the easy evaporation of moisture and possibly cause dampness problems. If perishable finishes, such as wood strip, are to be laid then some damp proofing may be needed.
- With a property of this age, it is likely that the ground floor timber joists will be in close proximity to relatively damp masonry and the timbers will have inevitably deteriorated to some extent over the years. Although there is no evidence of any disrepair at present, it would be prudent to lift several ground floor boards to inspect the joists and sub-floor voids for rot and wood boring insect attack, prior to re-covering. The opportunity could also be taken to insulate the floors as required (See section K1 – Insulation).

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- There are no signs of any active infestation by wood boring insects to the floor timbers (often called woodworm). However, it must be appreciated that a property of this age may have suffered from some infestation to areas currently hidden. If any active infestation is found in the future, localised treatment should be sufficient.
- The sub-floor vents that provide air circulation beneath the suspended ground floor structure are adequately sized and suitably spaced around the external walls. In order to prevent condensation and minimise the rate of deterioration to the timbers, these vents must be kept clear at all times (See section K4 – ventilation).
- The floorboards creak in areas and have been cut and slightly damaged over the years. Whilst not serious, some re-fixing and repairs will be needed, prior to re-covering.
- The extent and adequacy of insulation to the suspended floors and any concealed plumbing within the floor voids cannot be ascertained. If the floors are exposed in the future, the opportunity should be taken to lift a few boards and upgrade insulation, where possible (See section K1 – Insulation).
- The concrete ground floor construction is unlikely to incorporate any insulation (See section K1 – Insulation).

F5
Fireplaces, chimney
breasts and flues

There are fireplaces in the reception rooms and bedrooms above. These have been blocked and the surrounds removed.

1

Notes:

- It is good practice to cowl all unused chimney pots. This prevents rain penetration and allows a degree of ventilation to the flues, helping to minimise damp. Cowls also help deter nesting birds.

F6
Built-in fittings
(e.g. wardrobes)

There are some useful fitted cupboards, but storage space is fairly limited.

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F7 Woodwork (e.g. staircase and joinery)	<p>The property is fitted with moulded panel doors.</p> <p>The stairs, skirting boards, door linings and other areas of joinery are constructed of timber, ply and MDF.</p> <p>Notes:</p> <ul style="list-style-type: none"> - Lead paint may have been used previously. When this peels and flakes it can be harmful, particularly to pregnant women and children. Testing kits are readily available and if found, the paint should be removed carefully with appropriate precautionary measures taken (See section J3 – Risks to People). 	1
F8 Bathroom and kitchen fittings	<p><u>Sanitary fittings</u></p> <p>There are reasonable quality sanitary fittings in the bathroom. There is also a vanity unit in the main bedroom.</p> <p>There is no extractor fan fitted in the bathroom (See section K4 – Ventilation). Condition Rating 1.</p> <p><u>Kitchen Fittings</u></p> <p>There is a good range of modern units in the kitchen.</p> <p>It is advisable to fit an extracting cooker hood, rather than the filter currently installed. Condition Rating 1. This will help to minimise condensation and smells (See section K4 – Ventilation).</p> <p>Notes:</p> <ul style="list-style-type: none"> - Sanitary fittings, particularly showers, are often a source of water leakage and periodic attention, particularly to the edge seals, is likely to be needed to prevent possible problems. Repairs can be very disruptive. - Your Legal Adviser should confirm what appliances (if any) are to be included in the sale. 	1
F9 Other	There are no other internal matters to report.	NI
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Services are generally hidden within the construction of the property. This means that we can only inspect the visible parts of the available services, and we do not carry out specialist tests. The visual inspection cannot assess the services to make sure they work efficiently and safely, or meet modern standards.

Limitations to inspection

1 2 3 NI

G1 Electricity *Safety warning: The Electrical Safety Council recommends that you should get a registered electrician to check the property and its electrical fittings at least every ten years, or on change of occupancy. All electrical installation work undertaken after 1 January 2005 should have appropriate certification. For more advice contact the Electrical Safety Council.*

Mains electricity is connected with the meter situated in an outside box. The consumer unit is located in the hall. Short circuit protection is provided by circuit breakers. There is also a RCD (a residual current device providing additional protection).

3

There is also an electric fan heater in the bathroom.

The installation is fairly modern and appears satisfactory, but is unlikely to comply with the latest wiring regulations (See section J3 – Risks to People). Some upgrading is likely to be required and an Electrical Installation Condition Report should be undertaken by a registered electrical contractor who is a member of The Electrical Safety Register (www.electricalsafetyregister.com). Condition Rating 3 (further inspection) (See section J3 – Risks to People).

Notes:

- Electrical faults are a major cause of fires and it is essential that periodic safety inspections are undertaken by a registered electrician.
- You should carefully consider your own needs with regard to the installation, as improvement or alteration works can be disruptive and are best undertaken, prior to redecoration. A registered electrician should carry out any larger repair and alteration works, or they now require Building Regulation approval.

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- G2 *Safety warning: All gas and oil appliances and equipment should regularly be inspected, tested, maintained and serviced by a registered 'competent person' and in line with the manufacturer's instructions. This is important to make sure that the equipment is working correctly, to limit the risk of fire and carbon monoxide poisoning, and to prevent carbon dioxide and other greenhouse gases from leaking into the air. For more advice contact the Gas Safe Register for gas installations, and OFTEC for oil installations.*

Gas/oil

Mains gas is connected with the meter located in an outside box.

3

The gas installation and all appliances should be inspected for safety by a member of a 'competent person scheme' such as a Gas Safe Registered engineer (See section J3 – Risks to People). Condition Rating 3 (further inspection).

G3
Water

Mains water is connected with the external stop tap located in the pavement. There is a meter fitted. The internal stop tap is located under the kitchen sink with the incoming service pipe run in lead.

1

Water is stored in an insulated plastic tank situated in the loft. The service pipework is plumbed in copper and plastic.

Notes:

- You should familiarise yourself with the location of the water stop taps, which should also be kept readily accessible to allow for emergency operation.
- Lead is not considered to be a significant health hazard in this relatively hard water area.
- To prevent possible freezing and leakage, it is essential to maintain good insulation to all vulnerable areas of plumbing (See section K1 – Insulation).

G4
Heating

Central heating is provided by a Potterton gas-fired boiler situated in the kitchen. There are radiators in most areas of the property. There is also an electric fan heater in the bathroom (See G1 Electricity).

3

The heating installation should be inspected for safety by a member of a 'competent person scheme' (See section J3 – Risks to People). Condition Rating 3 (further inspection).

The radiator in the bathroom is rusty. Condition Rating 1.

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Notes:

- The system was operating and it appeared to be effective in heating the property.
- For safety, all gas appliances need annual maintenance by a member of a 'competent person scheme' such as a Gas Safe Registered engineer. If possible, service records should be obtained from the vendor.
- Whilst the boiler is relatively modern, the remainder of the installation is of some age and accordingly, it is likely to require increased maintenance. Central heating boilers have a useful life of around 15 years from new, but sudden failure can occur, particularly in this relatively hard water area. Regular maintenance is essential to ensure safe operation and that maximum boiler life is obtained.
- Pipes have been run within the structure and are not readily accessible. This is very common, but can be disruptive if leakages occur. Care should be taken when undertaking maintenance and repair as the pipes will be vulnerable to damage from nails and screws etc.
- It is essential to obtain a Landlord's Gas Safety Certificate if the property is to be let.

G5
Water heating

Hot water is provided by the central heating boiler and stored in a copper foam lagged cylinder located in the airing cupboard. There is also an electric immersion heater for alternative provision.

1

The hot water service pipework is plumbed in copper.

Notes:

- Hot water cylinders can fail suddenly in this hard water area.
- Where possible, exposed hot water pipes should be lagged to minimise heat losses (See section K1 – Insulation).

G6
Drainage

Surface Water Drainage

1

Surface water from the downpipes is likely to drain to soakaways (usually pits filled with rubble) or a separate drainage system. Without excavation, the layout of the system cannot be confirmed, but there are no signs of flooding or blockages.

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Foul Drainage

It is assumed that the property is connected to the main sewer, which has been adopted and is maintained at the public expense. However, your Legal Advisers should formally confirm this (See section I3 – Other Matters). The drains are shared.

There are two inspection chambers visible within the plot. The covers were lifted to enable a visual inspection and the drainage channels were found to be reasonably clear with no blockages. Condition Rating 1.

There is no cage fitted to the top of the soil and vent pipe. Condition Rating 1.

Notes:

- The rainwater downpipes discharge directly into the ground and there are no rodding eyes. Whilst this method of construction is typical, the clearance of blockages can be difficult and usually requires some excavation. However, to alter this arrangement would be disruptive and is not essential at this stage.
- Open gullies should be periodically cleaned out and provided with proper covers to minimise the risks of blockages.

G7

Common services

Not applicable.

NI

G8

Other services/features

Detectors

Battery powered smoke detectors have been installed. Condition Rating 1. Ideally, these should be upgraded with mains powered, inter-linked units.

A heat detector should be installed in the kitchen and a carbon monoxide detector should also be fitted near the boiler (See section J3 – Risks to People). Condition Rating 2.

2

Security alarm

There is no burglar alarm and you may wish to consider having one installed to improve security. Condition Rating 1.

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Limitations to inspection

--

1 2 3 NI

H1
Garage(s)

There is a modern single sized garage constructed of brick with a tiled roof.

1

Notes:

- The garage is likely to be too narrow for many vehicles.

H2
Permanent outbuildings
and other structures

There are no permanent outbuildings.

NI

H3
Other

The plot is bounded by mainly timber and wire fences, which are generally in serviceable condition. However, ongoing maintenance will be needed.

Most areas of hardstanding are laid with concrete pavings and gravel, which are cracked and uneven in places, but serviceable. The gravelled areas will need periodic re-dressing and weed treatment.

Notes:

- If possible, your Legal Advisers should confirm the extent and ownership of the boundaries (See section I3 – Other Matters). This is important as repairs can be costly. Doubts over the position of the boundaries can also cause neighbour disputes that can be unpleasant and expensive to resolve.
- The pond is potentially unsafe for smaller children and protection should be provided (See section J3 – Risks to People).
- There are no trees or large shrubs in and around the plot that are considered to be a significant threat to the property.

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We do not act as the legal adviser and will not comment on any legal documents. However, if during the inspection we identify issues that your legal advisers may need to investigate further, these will be listed and explained in this section (for example, check whether there is a warranty covering replacement windows). You should show your legal advisers this section of the report.

11 Regulations	<p>Your Legal Adviser should check the following:</p> <ul style="list-style-type: none">- That Local Authority notifications and approvals for the extension and alteration works were obtained and all necessary statutory inspections have been made. If regulations have been breached, it is possible that alteration works could be needed to ensure compliance.
12 Guarantees	<p>Your Legal Advisers should check for the existence, validity and transferability of any guarantees, certificates, warranties and service records. These should be made available to you before completion.</p> <p>Likely items include:</p> <ul style="list-style-type: none">- The cavity wall installation.- Installation of the replacement windows and doors.
13 Other matters	<p>The property is assumed to be freehold. You should ask your Legal Advisers to confirm this and explain the implications.</p> <p>Your Legal Adviser should also check the following:</p> <ul style="list-style-type: none">- That the road is adopted (maintained at public expense) by the Highway Authority.- Whether a residents' parking permit will be available from The Local Authority.- That the main sewer is adopted (maintained at public expense) by the Highway Authority.- Your rights and responsibilities to maintain the shared private drains (the parts of the system between the property and the main sewer).- The ownership of the boundaries.- Whether the property has been flooded in the past. If flooding has occurred, it should be confirmed to what extent and whether repairs were undertaken under insurance. It is also important to confirm that continuing insurance cover will be available.
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This section summarises defects and issues that present a risk to the building or grounds, or a safety risk to people. These may have been reported and condition rated against more than one part of the property or may be of a more general nature, having existed for some time and which cannot reasonably be changed.

<p>J1 Risks to the building</p>	<p>High external ground levels (E4 – Main Walls).</p>
<p>J2 Risks to the grounds</p>	<p>There are no significant risks to the grounds.</p>
<p>J3 Risks to people</p>	<p>The risk of falling masonry (E1 – Chimney Stacks).</p> <p>The presence of materials that may contain asbestos (E8 – Other joinery and Finishes).</p> <p>The possible presence of paint that may contain lead (E8 – Other Joinery and Finishes).</p> <p>The presence of materials that may contain asbestos (F2 – Ceilings).</p> <p>The possible presence of paint that may contain lead (F7 – Woodwork).</p> <p>The electrical installation (G1 – Electricity).</p> <p>The gas installation (G2 – Gas/Oil).</p> <p>The heating installation (G4 – Heating).</p> <p>Inadequate detectors (G8 – Other Services).</p> <p>The unprotected pond (H3 – Other).</p>
<p>J4 Other risks or hazards</p>	<p>There are no other significant risks.</p>

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This section describes energy related matters for the property as a whole. It takes account of a broad range of energy related features and issues already identified in the previous sections of this report, and discusses how they may be affected by the condition of the property.

This is not a formal energy assessment of the building but part of the report that will help you get a broader view of this topic. Although this may use information obtained from an available EPC, it does not check the certificate's validity or accuracy.

K1
Insulation

Roofs

The roof space is insulated with a patchy layer of mineral quilt. Upgrading should be considered to minimise heat losses. Ideally, insulation should be laid to provide the equivalent of a 270mm layer of mineral quilt laid both between and over the ceiling joists to minimise gaps. The access hatch should also be insulated and draught proofed.

The sloping ceilings are unlikely to contain any insulation.

The extension roof is likely to contain some insulation, although this is unlikely to be to latest standards.

It should be noted that mineral quilt insulation is an irritant and sensible precautions, such as wearing a mask and gloves, should be taken when undertaking any maintenance.

Walls

Re-pointed drill holes in the walls indicate that cavity wall insulation has been installed. If possible, your Legal Advisers should confirm if there are any guarantees or Building Regulation permissions available (See section 12 – Guarantees).

It is likely that the extension walls were insulated during construction.

The timber framed wall to the bay window is likely to contain little or no insulation. You may wish to consider upgrading, but this will require removal of the internal linings, which will be disruptive.

Windows

The windows are double glazed and draught proofed.

Floors

The suspended timber ground floors are unlikely to incorporate any insulation. If the floors are exposed in the future, the opportunity should be taken to lift a few boards and upgrade insulation, where possible.

The concrete ground floor in the kitchen is unlikely to incorporate any insulation.

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Plumbing

There is adequate lagging to the tanks and pipework in the loft. However, the insulation should be periodically checked and re-fitted, as necessary, to minimise the risks of possible freezing and leakage.

There is adequate insulation to the hot water cylinder. Where possible, exposed hot water pipes should be lagged to minimise heat losses.

It should be ensured that the outside tap is lagged, or isolated, during cold weather to prevent freezing and leakage.

K2
Heating

The boiler is an older model and will not be as efficient as a condensing boiler, which recovers heat from the flue gases.

Where possible, exposed heating pipes should be lagged to minimise heat losses.

K3
Lighting

Natural and artificial lighting provision is reasonable.

You should consider installing LED bulbs as these are very efficient and long lasting.

Energy efficient light bulbs (compact fluorescent lamps) have been fitted. It should be noted that these bulbs contain mercury and although the accidental breakage of a lamp is most unlikely to cause any health problems, it's good practice to minimise any unnecessary exposure to mercury, as well as risk of cuts from glass fragments. Sensible precautions should be taken in the event of breakages. These bulbs are classed as hazardous waste and should not be disposed of with general rubbish. Further advice is available at:

<http://www.defra.gov.uk>.

K4
Ventilation

Condensation is the most common type of dampness found in property and is due to relatively warm, moist air from day to day activities, such as cooking and bathing coming into contact with cold surfaces, such as walls and glazing. The warmer air then cools and it is unable to hold as much moisture, resulting in the formation of water on the surface and subsequent dampness. Condensation can be a very difficult problem to manage, but adequate ventilation is essential combined with sensible use of heating and good levels of insulation.

Ventilation to the roof void is limited, but condensation levels were low at the time of our inspection. Ideally, ventilation should be upgraded to reduce possible damp and decay, but this work is not essential.

Ventilation to the flat roof appears to be limited and whilst there are no signs of defects, upgrading should be undertaken when the roof is next re-covered.

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The sub-floor vents that provide air circulation beneath the suspended ground floor structure are adequately sized and suitably spaced around the external walls. In order to prevent condensation and minimise the rate of deterioration to the structure, these vents must be kept clear at all times.

It is advisable to consider the fitting (and use) of an extractor fan in the bathroom as this will help to reduce condensation and smells.

It is advisable to fit an extracting cooker hood in the kitchen, rather than the filter currently installed.

K5
General

There are no other matters.

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"I confirm that I have inspected the property and prepared this report."

Signature

Surveyor's RICS number Qualifications

For and on behalf of

Company

Address

Town County

Postcode Phone number

Website Fax number

Email

Property address

Client's name Date this report was produced

RICS Disclaimers

1. This report has been prepared by a surveyor ('the Employee') on behalf of a firm or company of surveyors ('the Employer'). The statements and opinions expressed in this report are expressed on behalf of the Employer, who accepts full responsibility for these.

Without prejudice and separately to the above, the Employee will have no personal liability in respect of any statements and opinions contained in this report, which shall at all times remain the sole responsibility of the Employer to the exclusion of the Employee.

In the case of sole practitioners, the surveyor may produce the report in his or her own name unless the surveyor operates as a sole trader limited liability company.

To the extent that any part of this notification is a restriction of liability within the meaning of the *Unfair Contract Terms Act 1977* it does not apply to death or personal injury resulting from negligence.

2. This document is issued in blank form by the Royal Institution of Chartered Surveyors (RICS) and is available only to parties who have signed a licence agreement with RICS.

RICS gives no representation or warranties, express or implied, and no responsibility or liability is accepted for the accuracy or completeness of the information inserted in the document or any other written or oral information given to any interested party or its advisers. Any such liability is expressly disclaimed.



Please read the 'Description of the RICS Building Survey Service' (at the end of this report) for details of what is, and is not, inspected.

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If you are a prospective or current home owner who has chosen an RICS Home Survey you should carefully consider the findings, condition ratings and risks stated in this report.

Getting quotations

You should obtain reports and at least two quotations for all the repairs and further investigations that the surveyor has identified. These should come from experienced contractors who are properly insured. You should also:

- ask them for references from people they have worked for;
- describe in writing exactly what you will want them to do; and
- get the contractors to put the quotations in writing.

Some repairs will need contractors with specialist skills and who are members of regulated organisations (for example, electricians, gas engineers or plumbers). Some work may also need you to get Building Regulations permission or planning permission from your local authority. Your surveyor may be able to help.

Further investigations

If the surveyor is concerned about the condition of a hidden part of the building, could only see part of a defect or does not have the specialist knowledge to assess part of the property fully, the surveyor may have recommended that further investigations should be carried out (for example, by structural engineers or arboriculturists) to discover the true extent of the problem.

Who you should use for these further investigations

Specialists belonging to different types of organisation will be able to do this. For example, qualified electricians can belong to five different government-approved schemes. If you want further advice, please contact your surveyor.

What the further investigations will involve

This will depend on the type of problem, but to do this properly, parts of the home may have to be disturbed. If you are a prospective purchaser, you should discuss this matter with the current owner. In some cases, the cost of investigation may be high.

This guidance does not claim to provide legal advice. You should consult your legal advisers before entering into any binding contract or purchase.

The service

The RICS Building Survey Service includes:

- a thorough inspection of the property (see 'The inspection'); and
- a detailed report based on the inspection (see 'The report').

The surveyor who provides the RICS Building Survey Service aims to:

- help you make a reasoned and informed decision when purchasing the property, or when planning for repairs, maintenance or upgrading the property;
- provide detailed advice on condition;
- describe the identifiable risk of potential or hidden defects;
- where practicable and agreed, provide an estimate of costs for identified repairs; and
- make recommendations as to any further actions or advice which need to be obtained before committing to purchase.

Any extra services provided that are not covered by the terms and conditions of this report must be covered by a separate contract.

The inspection

The surveyor carefully and thoroughly inspects the inside and outside of the main building and all permanent outbuildings, recording the construction and defects (both major and minor) that are evident. This inspection is intended to cover as much of the property as physically accessible. Where this is not possible an explanation is provided in the 'Limitations to inspection' box in the relevant sections of the report.

The surveyor does not force or open up the fabric without owner consent, or if there is a risk of causing personal injury or damage. This includes taking up fitted carpets, fitted floor coverings or floorboards, moving heavy furniture, removing the contents of cupboards, roof spaces, etc., removing secured panels and/or hatches or undoing electrical fittings. The under-floor areas are inspected where there is safe access.

If necessary, the surveyor carries out parts of the inspection when standing at ground level from adjoining public property where accessible. This means the extent of the inspection will depend on a range of individual circumstances at the time of inspection, and the surveyor judges each case on an individual basis.

The surveyor uses equipment such as a damp-meter, binoculars and a torch, and uses a ladder for flat roofs and for hatches no more than 3m above level ground (outside) or floor surfaces (inside) if it is safe to do so.

The surveyor also carries out a desk-top study and makes oral enquiries for information about matters affecting the property.

Services to the property

Services are generally hidden within the construction of the property. This means that only the visible parts of the available services can be inspected, and the surveyor does not carry out specialist tests other than through their normal operation in everyday use. The visual inspection cannot assess the efficiency or safety of electrical, gas or other energy sources; the plumbing, heating or drainage installations (or whether they meet current regulations); or the internal condition of any chimney, boiler or other flue. Intermittent faults of services may not be apparent on the day of inspection.

Outside the property

The surveyor inspects the condition of boundary walls, fences, permanent outbuildings and areas in common (shared) use. To inspect these areas, the surveyor walks around the grounds and any neighbouring public property where access can be obtained. Where there are restrictions to access, these are reported and advice is given on any potential underlying risks that may require further investigation.

Buildings with swimming pools and sports facilities are treated as permanent outbuildings and therefore are inspected, but the surveyor does not report on the leisure facilities, such as the pool itself and its equipment internally and externally, landscaping and other facilities (for example, tennis courts and temporary outbuildings).

Flats

When inspecting flats, the surveyor assesses the general condition of outside surfaces of the building, as well as its access and communal areas (for example, shared hallways and staircases) and roof spaces, but only if they are accessible from within the property or communal areas. The surveyor also inspects (within the identifiable boundary of the flat) drains, lifts, fire alarms and security systems, although the surveyor does not carry out any specialist tests other than through their normal operation in everyday use.

Dangerous materials, contamination and environmental issues

The surveyor makes enquiries about contamination or other environmental dangers. If the surveyor suspects a problem, he or she recommends further investigation.

The surveyor may assume that no harmful or dangerous materials have been used in the construction, and does not have a duty to justify making this assumption. However, if the inspection shows that these materials have been used, the surveyor must report this and ask for further instructions.

The surveyor does not carry out an asbestos inspection and does not act as an asbestos inspector when inspecting properties that may fall within the Control of Asbestos Regulations 2012. With flats, the surveyor assumes that there is a 'dutyholder' (as defined in the regulations), and that in place are an asbestos register and an effective management plan which does not present a significant risk to health or need any immediate payment. The surveyor does not consult the dutyholder.

The report

The surveyor produces a report of the results of inspection for you to use, but cannot accept any liability if it is used by anyone else. If you decide not to act on the advice in the report, you do this at your own risk. The report is aimed at providing you with a detailed understanding of the condition of the property to allow you to make an informed decision on serious or urgent repairs, and on maintenance of a wide range of issues reported. Purely cosmetic and minor maintenance defects that have no effect on performance might not be reported. The report is not a warranty.

The report is in a standard format and includes the following sections.

- A Introduction to the report
- B About the inspection
- C Overall assessment and summary of the condition ratings
- D About the property
- E Outside the property
- F Inside the property
- G Services
- H Grounds (including shared areas for flats)
- I Issues for your legal advisers
- J Risks
- K Energy efficiency
- L Surveyor's declaration
 - What to do now
 - Description of the RICS Building Survey Service
 - Typical house diagram

Condition ratings

The surveyor gives condition ratings to the main parts (the 'elements') of the main building, garage and some outside elements. The condition ratings are described as follows:

Condition rating 3 – defects that are serious and/or need to be repaired, replaced or investigated urgently.

Condition rating 2 – defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.

Condition rating 1 – no repair is currently needed. The property must be maintained in the normal way.

NI – not inspected.

Continued...

The surveyor notes in the report if it was not possible to check any parts of the property that the inspection would normally cover. If the surveyor is concerned about these parts, the report tells you about any further investigations that are needed.

The surveyor may report on the cost of any work to put right defects (where agreed), but does not make recommendations on how these repairs should be carried out. However, there is general advice in the 'What to do now' section at the end of the report.

Energy

The surveyor has not prepared the Energy Performance Certificate (EPC) as part of the RICS Building Survey Service for the property. If the surveyor has seen the current EPC, he or she will provide the Energy Efficiency Rating in this report, but will not check the rating and so cannot comment on its accuracy. Where possible and appropriate, the surveyor will include additional commentary on energy related matters for the property as a whole in the K Energy efficiency section of the report, but this is not a formal energy assessment of the building.

Issues for legal advisers

The surveyor does not act as 'the legal adviser' and does not comment on any legal documents. If, during the inspection, the surveyor identifies issues that your legal advisers may need to investigate further, the surveyor may refer to these in the report (for example, check whether there is a warranty covering replacement windows).

The report has been prepared by a surveyor ('the Employee') on behalf of a firm or company of surveyors ('the Employer'). The statements and opinions expressed in the report are expressed on behalf of the Employer, who accepts full responsibility for these.

Without prejudice and separately to the above, the Employee will have no personal liability in respect of any statements and opinions contained in this report, which shall at all times remain the sole responsibility of the Employer to the exclusion of the Employee.

In the case of sole practitioners, the surveyor may produce the report in his or her own name unless the surveyor operates as a sole trader limited liability company.

To the extent that any part of this notification is a restriction of liability within the meaning of the Unfair Contract Terms Act 1977 it does not apply to death or personal injury resulting from negligence.

If the property is leasehold, the surveyor gives you general advice and details of questions you should ask your legal advisers. This general advice is given in the 'Leasehold properties advice' document.

Risks

This section summarises defects and issues that present a risk to the building or grounds, or a safety risk to people. These may have been reported and condition rated against more than one part of the property or may be of a more general nature, having existed for some time and which cannot reasonably be changed.

Standard terms of engagement

1 The service – the surveyor provides only the standard RICS Building Survey Service ('the service') described here, unless you and the surveyor agree in writing before the inspection that the surveyor will provide extra services. Any extra service will require separate terms of engagement to be entered into with the surveyor. Examples of extra services include:

- plan drawing;
- schedules of works;
- re-inspection;
- detailed specific issue reports;
- market valuation and re-instatement cost; and
- negotiation.

2 The surveyor – the service is to be provided by an AssocRICS, MRICS or FRICS member of the Royal Institution of Chartered Surveyors, who has the skills, knowledge and experience to survey and report on the property.

3 Before the inspection – this period forms an important part of the relationship between you and the surveyor. The surveyor will use reasonable endeavours to contact you regarding your particular concerns about the property and explain (where necessary) the extent and/or limitations of the inspection and report. The surveyor also carries out a desk-top study to understand the property better

4 Terms of payment – you agree to pay the surveyor's fee and any other charges agreed in writing.

5 Cancelling this contract – you are entitled to cancel this contract by giving notice to the surveyor's office at any time before the day of the inspection. The surveyor does not provide the service (and reports this to you as soon as possible) if, after arriving at the property, the surveyor decides that:

- (a) he or she lacks enough specialist knowledge of the method of construction used to build the property; or
- (b) it would be in your best interests to have an RICS HomeBuyer Report or an RICS Condition Report, rather than the RICS Building Survey.

If you cancel this contract, the surveyor will refund any money you have paid for the service, except for any reasonable expenses. If the surveyor cancels this contract, he or she will explain the reason to you.

6 Liability – the report is provided for your use, and the surveyor cannot accept responsibility if it is used, or relied upon, by anyone else.

Complaints handling procedure

The surveyor will have an RICS-compliant complaints handling procedure and will give you a copy if you ask.

Note: These terms form part of the contract between you and the surveyor.

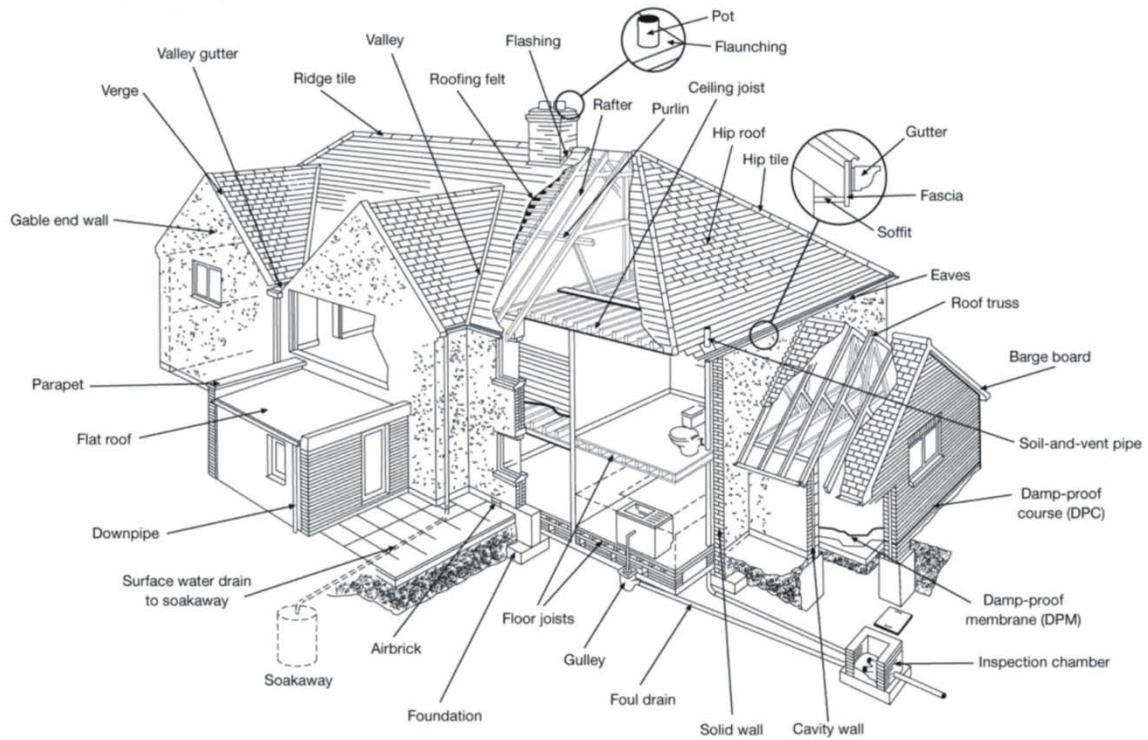


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This diagram illustrates where you may find some of the building elements referred to in the report.



Maintenance tips

Your home needs maintaining in the normal way, and this general advice may be useful when read together with your report. It is not specific to this property and does not include comprehensive details. Problems in construction may develop slowly over time. If you are concerned contact an RICS qualified surveyor for further advice.

Outside the property

You should check the condition of your property at least once a year and after unusual storms. Your routine redecoration of the outside of the property will also give you an opportunity to closely examine the building.

- **Chimney stacks:** Check these occasionally for signs of cracked cement, split or broken pots, or loose and gaping joints in the brickwork or render. Storms may loosen aerials or other fixings, including the materials used to form the joints with the roof coverings.
- **Roof coverings:** Check these occasionally for slipped, broken and missing tiles or slates, particularly after storms.

Flat roofing has a limited life, and is at risk of cracking and blistering. You should not walk on a flat roof. Where possible keep it free from debris. If it is covered with spar chippings, make sure the coverage is even, and replace chippings where necessary.

- **Rainwater pipes and gutters:** Clear any debris at least once a year, and check for leaks when it is raining. You should also check for any loose downpipe connectors and broken fixings.
 - **Main walls:** Check main walls for cracks and any uneven bulging. Maintain the joints in brickwork and repair loose or broken rendering. Re-paint decorated walls regularly. Cut back or remove any plants that are harmful to mortar and render. Keep the soil level well below the level of any damp proof course (150mm minimum recommended) and make sure any ventilation bricks are kept clear. Check over cladding for broken, rotted or damaged areas that need repairing.
 - **Windows and doors:** Once a year check all frames for signs of rot in wood frames, for any splits in plastic or metal frames and for rusting to latches and hinges in metal frames. Maintain all decorated frames by repairing or redecorating at the first sign of any deterioration. In autumn check double glazing for condensation between the glazing, as this is a sign of a faulty unit. Have broken or cracked glass replaced by a qualified specialist. Check for broken sash cords on sliding sash windows, and sills and window boards for any damage.
 - **Conservatories and porches:** Keep all glass surfaces clean, and clear all rainwater gutters and down pipes. Look for broken glazing and for any leaks when it's raining. Arrange for repairs by a qualified specialist.
 - **Other joinery and finishes:** Regularly redecorate all joinery, and check for rot and decay which you should repair at the same time.
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Maintenance tips

Inside the property

You can check the inside of your property regularly when cleaning, decorating and replacing carpets or floor coverings. You should also check the roof area occasionally.

- **Roof structure:** When you access the roof area, check for signs of any leaks and the presence of vermin, rot or decay to timbers. Also look for tears to the under-felting of the roof, and check pipes, lagging and insulated areas.
- **Ceilings:** If you have a leak in the roof the first sign is often damp on the ceiling beneath the roof. Be aware if your ceiling begins to look uneven as this may indicate a serious problem, particularly for older ceilings.
- **Walls and partitions:** Check these when you are cleaning or redecorating. Look for cracking and impact damage, or damp areas which may be caused by plumbing faults or defects on the outside of the property.
- **Floors:** Be alert for signs of unevenness when you are cleaning or moving furniture, particularly with timber floors.
- **Fireplaces, chimney breasts and flues:** You should arrange for a qualified specialist to regularly sweep all used open chimneys. Also, make sure that bricked-up flues are ventilated. Flues to gas appliances should be checked annually by a qualified gas technician.
- **Built-in fittings, woodwork and joinery:** Check for broken fittings.

Services

- Ensure all meters and control valves are easy to access and not hidden or covered over.
- Arrange for an appropriately qualified technician to check and test all gas and oil services, boilers, heating systems and connected devices once a year.
- Electrical installations should only be replaced or modified by a suitably qualified electrician and tested as specified by the Electrical Safety Council (recommended minimum of a ten year period if no alterations or additions are made, or on change of occupancy).
- Monitor plumbing regularly during use and when you are cleaning. Look out for leakage and breakages, and check insulation is adequate particularly as winter approaches.
- Lift drain covers annually to check for blockages and clean these as necessary. Check any private drainage systems annually, and arrange for a qualified contractor to clear these as necessary. Keep gullies free from debris.

Grounds

- **Garages and outbuildings:** Follow the maintenance advice given for the main building.
 - **Other:** Regularly prune trees, shrubs and hedges as necessary. Look out for any overhanging and unsafe branches, loose walls, fences and ornaments, particularly after storms. Clear leaves and other debris, moss and algae growth. Make sure all hard surfaces are stable and level, and not slippery or a trip hazard.
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