

Property information card - EXAMPLE

Address: xxx

Important checks we carry out in your home*

	Month due	Frequency due
Gas safety:	xx	Annually
Electrical safety:	xx	Every 5 years
Smoke alarm:	xx	Annually
Carbon monoxide alarm:	xx	Annually

*it is part of your tenancy terms and conditions to allow access for these checks

Special property features

Solar
MVHR
Heat pumps

Important information about your home

	Month due	Frequency due	Area in my home	Information
Asbestos survey:	xx	Every 5 years	Marley tiles in hall	No actions needed as long as not disturbed
Fire risk assessment:	xx	Every 3 years	Blocks of flats IL schemes only	No issues found

Responsible person for fire risk: Kate Mulvaney, Health, Safety & Compliance Manager – Kate.Mulvaney@greatwellhomes.org.uk

Useful numbers

Customer Services: 01933 234450

Cadent: 0800 111 999 – please call immediately, if you smell gas.

Useful information about your home

Improvements	Average life expectancy	Next review due
Kitchen	25 years	xx
Bathroom	30 years	xx
Heating system	15 years	xx
Roof/chimneys	80 years	xx
Fascia, soffits, guttering	30 years	xx
External doors	25 years	xx
Windows	25-40 years	xx
Electrical systems	50 years	xx

What is the energy efficiency rating for my home?	B
Where can I switch off my water?	Under sink in kitchen
Where can I switch off my gas?	xx
Where can I switch my electricity off?	xx
Where is my gas meter?	xx
Where is my electric meter?	xx
Where is my water meter?	xx

Emergency services: 999 – in the event of a fire, please call immediately.