

TENANT DEMISE CHECKLIST

The following checklist is intended to provide a brief summary of the various elements of the works provided by either the Landlord or the Tenant.

ELEMENT	Landlord	Tenant	Comments
Substructures:			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed 100mm zone allowed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Frame:			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed 100mm zone allowed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant mezzanines (where applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Roof:			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Secondary support by Tenant
Rooflights	<input type="checkbox"/>	<input type="checkbox"/>	
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
External walls:			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Windows & external doors:			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where required
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal walls:			
Division walls between other units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to communal stairs and corridors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire compartment walls to unit staircases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire stopping between units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal walls within unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Required acoustic enhancements above base build (where required)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Internal doors:			
Internal doors to communal areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Internal doors to communal staircases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other internal doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Including fire lobbies to rear access.

ELEMENT	Landlord	Tenant	Comments
Finishes:			
Floor finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of blockwork walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting of steelwork other than identified above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ceiling finishes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Painting/self finish of rear external doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Unit Services:			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fire alarm interface unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Electricity meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water meter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DHN Heating	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landlord sub-metered.
Gas and Ventilation supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A connection charge will be paid by the Tenant (Charge to be agreed).
Sprinkler flow switch & Monitored Valve	<input type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only capped gas and louvres - no vent supplies
Plumbing installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
H&V installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Electrical installations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fire alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency lighting installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Intruder alarm installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CCTV installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler installations	<input type="checkbox"/>	<input type="checkbox"/>	Where required.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant to connect to Landlord system.
Lift installation (except where indicated on Landlord's drawings)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Screening of exposed plant/equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General plant area screening by Landlord.
Noise and vibration attenuation / control equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control of odour emissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Emergency Power (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Telecom cable entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Telecom BT Socket Outlet Distribution Point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
External Works:			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
General:			
Planning consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Planning consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (shell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	