

## 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
<b>Substructures:</b>			
Ground floor slab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Set down for screed
Floor screed/levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Surface finishes / colourations / sealers / hardeners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Frame:</b>			
Main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slabs set down for screed
Floor screed / levelling compound	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100mm zone allowed
Fire protection to main structural frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Factory applied primer to steelwork	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trimmed openings for stairs, escalators, lift	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to timely issue of information by Tenant.
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"/>	
<b>Roof:</b>			
Gutters/rainwater downpipes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rooflights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable.
Mansafe system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Base plinths to Tenant plant areas			Secondary support by Tenant
<b>External walls:</b>			
Shopfront structural opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fascia / signage zone / projecting signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tenant-specific signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Subject to Landlord Approval.
<b>Windows &amp; external doors:</b>			
Timber hoarding to A3 shopfront opening	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Shopfronts to A3 Food & Beverage Units	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Where required
Rear External doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subject to Landlord Approval.
<b>Internal walls:</b>			
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"/>	
<b>Internal doors:</b>			
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
<b>Finishes:</b>			
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"/>	
<b>Unit Services:</b>			
Electrical utility meter room installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All energy shippers meters are by the Tenant. There is no provision for a Landlord's gas meter as each unit (4no.) has their own individual metered gas supply.
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"/>	Landlord sub-metered.
Condenser Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Gas, Condenser 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
Stub connection(s) for foul drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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 checked="" type="checkbox"/>	Where required Tenant to connect to Landlord system.
Lightning protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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"/>	
<b>External Works:</b>			
Estate & communal signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communal service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>General:</b>			
Planning consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Planning consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advertisement consent (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Advertisement consent (fit out)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Building Regulations approval (shell)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Building Regulations approval (fit out)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	