

Schedule of Dilapidations to be completed by the landlord)

1. This schedule has been prepared by the landlord or on behalf of the landlord. It was prepared following <<name of person who has prepared this schedule>>'s inspection of the property known as <<property>> on <<date>>.
2. It records the works required to put the property into the physical state it should have been in if the tenant <<Name>> had complied with its covenants and obligations under its lease of the property dated << >>.
3. The covenants or obligations with which the tenant should have complied are as follows:-
 - 3.1 <<Set out clause number and quote the clause verbatim>>.
4. The following schedule contains details of the breach complained of:
 - 4.1 reference to the specific clause(s) under which the obligation arises,
 - 4.2 the breach complained of,
 - 4.3 the remedial works required to remedy the breach complained of as suitable for remedying the breach,
 - 4.4 the landlord's view of the cost of the remedial works.
5. The schedule contains the tenant's response to the breach complained of.
6. Upon receipt of this schedule the tenant should respond using this schedule in the relevant column below to explain its views and to understand clearly the tenant's views on each item of claim.

1 Item No.	2 Clause No.	3 Breach complained of

7. ENDORSEMENT

I <<name, i.e. the same name as a

7.1 all the works set out in the schedule of breaches complained of

7.2 full account has been taken of the landlord's intentions for the property; and

7.3 the costings, if any, are reasonable

my opinion:

reasonably required to remedy

landlord's] intentions for the property;

DATED [.....]

SIGNED [.....]
<<Name of the person signing on behalf of landlord>>