

Delivery guidelines

Guidelines for the delivery of the property at the end of the rental agreement

The inspection

- The rented property will be inspected by the landlord and/or broker on a working day during office hours for any imperfections and/or defects. You, or a designated person appointed by you, must be present at the inspection. A report is drawn up at the inspection. You will be informed beforehand by the broker or landlord about the date and time of the inspection.
- The keys belonging to the rented property, if applicable including storage and/or garage, postbox and/or meter cupboard, must be provided to the inspector during the final inspection. This also applies for any additional keys you have duplicated. You are not permitted to give the keys to third parties, such as neighbors or successor residents. Furthermore, we would like to point out that if the keys are not in our possession in time, you will be liable for any financial consequences arising. For the record, we point out that after handing over the keys, we can no longer give you access to the previously rented premises.

The delivery

- All items belonging to you must be removed; the house has to be delivered completely empty, even if you have taken over and accepted the items of the previous tenant.
- The property and, where applicable, the balcony and/or outside terrace must be left clean.
- All floor coverings (including any underlay and bottom plates) must be removed; glue residues, nail linings etc. should also be removed. The floor should be left completely smooth, uniform and clean.
- The doors/frames must be undamaged and left in a neutral color.
- Damage from drilling, glueing, nailing and so on to the rented premises must be repaired. For example, wall en ceiling finishes.
- The kitchen and sanitary facilities must be left undamaged, clean, free of grease and completely in accordance with a possible -at the start- prepared state of delivery.
- Windows, glass lights and glass in doors should be undamaged and clean.
- Any sills, stair railings and existing skirtings must be undamaged.
- Curtain rails, if undamaged and fitted with brackets, may be left behind. If removed, the holes must be repaired and filled.
- Toilet, toilet seats, taps, washbasins, shower and/or bath should be delivered undamaged, clean and unclogged and clean of any lime residue.

General affairs

- If the tenant claims that the changes were already present at the time of conclusion of the lease, upon completion of the rented contract, documentary evidence must be provided.

- If the property is provided with additional items which, according to the broker, are not rented out, they can be left behind after the approval of the administrator and/or broker. This is reported in the delivery form.
- Any items acquired by a new occupant may be left in the rented premises. You must provide a written documentary document with permission.
- If, after the termination of the lease, the property has not been delivered in accordance with the guidelines, the tenant is given the opportunity to have the recovery work carried out within two weeks. During this period, rent loss is charged. Should this not been taken in effect, we are obliged to engage an external company for the restoration work. We will have to charge you for these costs.