

# TOMLINSON

## ESTATE MANAGEMENT

### Guide to condition report:

- You will need to leave a signed condition report with Tomlinson Estates.
- You will be given a copy of the condition report. You can then use the condition report given to you to make notes if there are any discrepancies, you can then access your condition report online by going to make official changes
- This can be done by going to:

[tomlinsonestates.co.uk](http://tomlinsonestates.co.uk) >>> information >>> login to tenant area >>> condition report

You must do this within 48 hours of collecting your property condition report.

Condition reports are not a way of reporting repairs this must be done by going to:

[tomlinsonestates.co.uk](http://tomlinsonestates.co.uk) >>> information >>> report a problem

**NOTE: IF THERE ARE ANY MAJOR DESCREANCIES IN THE INVENTORY  
E.G. ITEMS IN THE WRONG ROOM PLEASE LET TOMLINSON ESTATES  
KNOW BY EMAIL**

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