PROPERTY HANDOVER REPORT

The undersigned ____________________________________________, owner of the property, situated in___________________ street ______________________________________ hereinafter known as landlord, declares that, as of today’s date, he/she has handed over the keys and as a result transferred the ownership of this property to Mr/Ms. __________________________________, in his/her capacity as tenant due to the rental contract stipulated.

The tenant declares that he/she has seen the property in question, the major appliances and the systems, and has found them in good condition and in working order.

Notes for any comments by the tenant:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Place ___________________ date ____________________
Signature: The landlord_____________ The tenant _________________

PROPERTY RETURN REPORT

The undersigned ____________________________________________, owner of the property, situated in___________________ street ______________________________________ hereinafter known as landlord, declares that, as of today’s date, he/she has received the keys of the rented property on conclusion of the rental contract stipulated.

The landlord declares that he/she has seen the property in question, the major appliances and systems and has found them in good condition and in working order.

Notes for any comments by the landlord:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Place ___________________ date ____________________
Signature: The landlord_____________ The tenant _________________