

Condition Assessment Report

Property: _____

1. Property information

Property name / address: _____

Assessment date: _____

Assessed by: _____

Reference number: _____

2. Introduction

Purpose and scope of the condition assessment, including which areas, systems, or components were reviewed.

3. Overall condition summary

Overall condition of the property or asset, highlighting the most significant findings and their severity.

4. Condition summary table

Component	Condition	Priority	Notes

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5. Findings by component

Repeat the block below for each component, system, or area assessed.

5.1 [Component name]

Observed condition, including any defects, deterioration, or damage and the likely cause — with captioned photos documenting this component.

5.2 [Component name]

Observed condition, including any defects, deterioration, or damage and the likely cause — with captioned photos documenting this component.

5.3 [Component name]

Observed condition, including any defects, deterioration, or damage and the likely cause — with captioned photos documenting this component.

6. Measurements & sizes

Every measurement, dimension, or size noted during the assessment, one row per measurement, so they can be reviewed in one place.

Item	Location	Measurement / size	Notes

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7. Deficiencies

Deficiencies identified during the assessment, as bullet points, ordered by severity.

8. Recommendations

Recommended remedial actions, as bullet points, noting relative priority and urgency.