

# INITIAL SCHEDULE OF WORKS

As an existing leaseholder, property repairs and statutory compliance are currently your responsibility.

Arrangements for conversion to a tenancy agreement are currently being discussed.

Should this change of agreement proceed, various property responsibilities will transfer to Punch.

Subject to negotiation, we may agree for certain works to be carried out by you or Punch as a condition of the change of agreement.

If appropriate, a final schedule confirming responsibilities for specific items of work will be provided via our solicitors alongside the appropriate tenancy / lease documentation.

## 1. COMPLIANCE REQUIREMENTS

At the outset of the new tenancy agreement the following compliance documents will need to be provided and up to date:-

- **“ELECTRICAL INSTALLATION CONDITION REPORT” (EICR)** - Satisfactory certificate covering the Fixed Wire Installation
- Separate satisfactory **FIRE ALARM & EMERGENCY LIGHTING** wiring test certificates and **PORTABLE APPLIANCE TEST** certificate
- **“LANDLORDS GAS SAFETY RECORD”** confirming safe operation of all boilers on site
- Separate **GAS CATERING CERTIFICATE** relating to all commercial gas catering appliances on site.
- **ASBESTOS** Management survey of the entire premises - with no immediate action works stated as being required.
- **FIRE RISK ASSESSMENT (FRA)** - confirming any category A or B premises defects have been resolved.
- **ENERGY PERFORMANCE CERTIFICATE.**