



What to expect from the Surveyor's visit

For the Mutual Exchange Team to make a decision regarding your application for exchange, one of Nottingham City Council's Building Surveyor's will inspect your home. The inspection should take approximately 1 hour.

The inspection will cover:

- Damage to fixtures and fittings which are the tenant's responsibility
- Any alterations that have been made to the property
- Non-standard fixtures and fittings installed in the property
- Any mobility or lifestyle adaptations
- An assessment of the condition of your garden and outbuildings
- An assessment of any outstanding repairs
- A visual Inspection of electrical fittings and sockets
- The overall condition of the property including the external structure

During the inspection the surveyor will take photographs of the property and landlord fixtures both externally and internally.

What you should do to prepare for your inspection:

- Please ensure the surveyor can access all parts of your home including your loft
- Ensure that pictures and mirrors can be removed from the walls if required
- Ensure that all doors and windows can be accessed and opened and closed
- Ensure that gardens and outbuildings are maintained and free of rubbish
- Ensure all outstanding repairs have been reported

Once we have received the surveyor's report a member of the mutual exchange team will contact you to discuss any matters that may prevent your application from proceeding.

Should you require any further information on this inspection please contact the Mutual Exchange Officer on Mutual.Exchange@nottinghamcity.gov.uk