

HANDOVER DOCUMENT

To Our Valued Client

This serves to inform you that the house you purchased on the..... of the month ofin..... from Hopeville has reached practical completion and is ready for your take over and occupation. As Hopeville, we therefore are now handing over this property and its keys to you built to practical completion in line with the initial agreement upon your purchase.

This complete house meets the following:

General

- ✓ Plastered and painted walls both internally and externally.
- ✓ Roof covering with alububble insulation.
- ✓ Curtain rails fitted in all rooms.

Tiling

- ✓ Floor and wall tiles with skirting done in all rooms.

Plumbing and Kitchen cabinets

- ✓ Bathroom fittings (water closet, wash hand basin, vanities, medicine cabinets, tub, shower, towel rails and basin mixers).
- ✓ Kitchen fittings (Stainless Steel Sink with sink mixer and kitchen cabinets).
- ✓ The house has properly fixed hot water supply from the solar geyser.

Joinery and Metalwork

- ✓ Bedrooms have Built-in cupboards.
- ✓ PVC ceilings with PVC cornices.
- ✓ Doors with locksets and two keys on each have been fitted.

Electrical

- ✓ 2.5KW solar system has been installed and is functioning with no error report.
- ✓ All rooms have luminaries/light bulbs and fittings.
- ✓ Bulkheads have been installed for exterior lighting.
- ✓ Plugs and socket outlets have been installed and are functional.

Landscaping and Boundary Wall

- ✓ Lawn has been planted and is well trimmed.

- ✓ Precast panel boundary splattered on both sides has been built.
- ✓ Palisade fence with sliding gate with lock and key has been installed.

Security

As Hopeville we would like to notify you that we will no longer be responsible for the security of your property and so it shall be your security arrangements that shall be implemented on this property we are handing over to you.

Defects

Our defects liability period is six (6) months from the day of handover of the property.

From this.....day of.....we therefore take the responsibility of remedying any defects on this property until the.....day of.....
 May we therefore kindly request you to make access arrangements in the event of any defect.

Defects which shall not be a responsibility of Hopeville to remedy:

- Any defect reported after the defects liability period has expired.
- Any defect caused by the client.

Defects reporting procedure

In the event of a defect, the client is advised to notify Hopeville Procurement for remedy.
 With this document please find the user manual for solar system installed in your home and the guide for water meter connection.

By signing below you are accepting that that you have received this property in good order and you are now taking full responsibility in line with the content of the document.

Client's
 Name(s).....

ID.....

Signature:.....
 Date.....

CLIENT'S COMMENTS:

