

## STANDARDS OF CONDITION ACCEPTABLE IN STUDIO & WORKSHOP UNITS

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### Externally

- All glazing cleaned including removal of window film and removal of adhesives, windows and door frames washed and polished as required.
- Repairs/replacement to any damaged elements including glazing, insulated panels, hinges, door frames, doors, window frames, casements, cills, ironmongery, etc. Repair/replacement of any damaged sections of external door at discretion of Enterprise Centres depending on extent of damage.
- All ironmongery in full working order.
- Lining to roller shutter door to be securely fixed to adjacent brickwork and left in a clean and tidy condition. Redecorate as required in accordance with attached colour schedule.
- Roller shutter door to be left in full working order including steam cleaning as necessary, easing, oiling and adjusting. Repair/replace any damaged sections of the roller shutter at discretion of Enterprise Centres depending on extent of damage. Repair/replacement all draught strips as required.
- Rear exit door to be decorated in accordance with attached colour schedule and left in full working order.
- All traders' fixtures and fittings to be removed and any damage made good.
- Signage frame and backing board to be left clear of traders 'graphic' and in good condition, securely fixed to the unit. CEC's corporate blue numbering strip to be replaced in line with their standards if damaged. Under no circumstances should the backing board or frame be removed.

### Internally – General Area

- Remove all structures including mezzanines, staircases, racking and the like and make good all areas disturbed.
- Roof lining to be left in good condition, including redecoration where surfaces are stained or marked. If redecoration is required, the complete roof area to be redecorated.
- Steel frame to be left in good condition. Any signs of rust to be removed and redecorated.

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### Internally – General Area (Contd)

- Make good any damage to walls as directed by Enterprise Centres Ltd. Include for cutting out any cracked or damaged blocks and replacing with similar. Any query with regard to standard of wall finish should be referred to Enterprise Centres Ltd prior to occupation of the unit.
- If redecoration is required, complete wall area should be decorated to match existing. Where complete units require redecoration, Dulux Weathershield Smooth Masonry Paint in accordance with attached colour schedule should be applied. Include lining panels to rear of unit as required.
- Repair/replace any damaged areas of frames, casements etc. Allow for washing down all windows and doors as required. Redecorate metal/timber in accordance with attached colour schedule where marks or abrasions cannot be removed by washing.
- Floors must be repaired where necessary to leave smooth and level. Floors to be left in a clean and usable condition. All stains or marks must be removed.
- Over-coating floors with proprietary floor paint is acceptable. Where over coating is required, floor paint to be manufactured by Johnstone's, in accordance with attached colour schedule

### Toilet Areas

- Ceilings must be repaired where necessary and left in a clean and usable condition. All stains or marks must be removed.
- Ceilings are to be painted using an emulsion, in accordance with attached colour schedule.
- Walls must be repaired where necessary and left in a clean and usable condition. All stains or marks must be removed. Any making good is to be undertaken and where required redecoration as for main workshop walls in accordance with attached colour schedule
- Toilets pans are to be left clean with no stains or marks
- Toilet seats and covers are to be left clean with no damage.
- Cisterns must be clean and left in full working order.
- All waste pipes, soil pipes, etc. to be cleaned/decorated and left with no leaks.

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### Toilet Areas (Contd)

- Basins must be clean with no stains or other damage.
- Hot and cold taps to be in full working order with no drips, etc.
- A hot water supply to be provided at each basin.
- Doors and frames to lobbies and toilet areas to be left in full working order. Any damaged areas to be made good or replaced.
- Ironmongery to be left in full working order, including replacement of door closers, locks, levers etc.
- Where required, redecorate all timber using good quality gloss paint, in accordance with attached colour schedule

### Services

- Provide 8 No. 1.8m double fluorescent lighting fittings inclusive of tubes on chains to workshop areas. All chains to be at the same length.
- All lighting to be checked and any defective bulbs or tubes to be replaced.
- Replace any defective conduit/trunking.
- Strip out all tenant electrical fittings and fixtures including removal of all additional power and lighting outlets, telephone installations etc.
- Provide 1No. double switch socket with metal face in metal box fed via metal conduit from distribution board.
- Distribution box to be securely fixed to wall. Replace any damaged items.
- Provide NICEIC Electrical Test Certificate upon vacation of the building.
- Check all water supplies ensuring no leaks. All valves to be left in working order.
- All pipework to be securely fixed to wall.
- Gas meter to be securely fixed to wall.

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- Ensure there are no gas leaks.
- Provide two sets of keys on vacation of property.

### COLOUR SCHEDULE

	<b>Product</b>	<b>Colour</b>
<b>Laurence</b>		
<b>Walls</b>	Dulux Weathershield Smooth Masonry Paint	Brilliant White
<b>Ceilings</b>	Emulsion	To match adjacent area
<b>Floors</b>	Johnstone's Flortred	Princess Grey
<b>Woodwork</b>	Undercoat/Gloss	Brilliant White
<b>Metal Linings</b>	Primer/Gloss	To match adjacent area