

UAE property handover and defects pack

Room-by-room inspection with defects, photos, keys and meter readings.

A practical handover pack for owners, tenants and managers recording apparent condition, inventory, readings and reservations.

Pack reference	Version	Review date
uae-property-handover-defects-pack	2026.08	15 Aug 2026

Working fields

No.	Field	Entry / notes
1	Property and unit	[]
2	Parties	[]
3	Date and time	[]
4	Room or area	[]
5	Item and condition	[]
6	Defect and priority	[]
7	Photo reference	[]
8	Keys and cards	[]
9	Meter readings	[]
10	Reservations and signatures	[]

Use guide

What does it organise?	Document apparent condition, inventory, defects and meter readings at handover.
What does it not prove?	It does not prove engineering soundness, waive hidden defects or replace the lease or expert report.

Checks before approval

1	Photograph and number every defect.	
2	Record readings and keys contemporaneously.	
3	Avoid final acceptance while reservations remain.	
4	Use an expert for technical or structural defects.	
Notice: Apparent-condition record only, not an engineering inspection or waiver of hidden defects or rights.		
Prepared by	Reviewed by	Approved by
Name / signature / date	Name / signature / date	Name / signature / date