

# Home Service History Register

Keep one continuous record of everything that has been serviced, repaired or replaced, so the history of the building exists in one place rather than in a drawer of loose invoices.

One running line per job, for the whole property. This is the sheet a buyer's surveyor, a warranty claim or an insurance adjuster will ask to see.

HOW TO USE THIS SHEET

- 1 Add a line every time work is done, however small. A missing year looks worse than a quiet one.
- 2 Write the trade name and the invoice number — that is what makes a line verifiable later.
- 3 Keep receipts in the same folder, in the same order as these lines.

Property address

Sheet

| Date     | System / item | Work carried out | Company & invoice no. | Cost |
|----------|---------------|------------------|-----------------------|------|
| dd/mm/yy |               |                  |                       |      |
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