SITE survey. APP

SITE SURVEY REPORT

Hotel Room Inspection

Prepared for	Abbey Gate Hotels Ltd
Date	17 Oct 2026
Site	Abbey Gate Hotel, Bath
Prepared by	F. Mensah

FORM

Hotel Room Inspection

1. Record details and scope

Project	Abbey Gate Hotel, Bath: room 214 inspection
Client or organisation	Abbey Gate Hotels Ltd
Site or premises address	Abbey Gate Hotel, 3 Orchard Street, Bath BA1
Record date	17 Oct 2026
Person completing the record	F. Mensah

> This is a room-readiness check, not a hotel star-rating assessment, fire risk assessment, electrical inspection or assurance of water hygiene.

> VisitEngland publishes accommodation quality standards, while HSE guidance addresses slip and trip prevention. Use the hotel's own current room standard and report defects through the appropriate maintenance and safety processes.

2. Room and visit

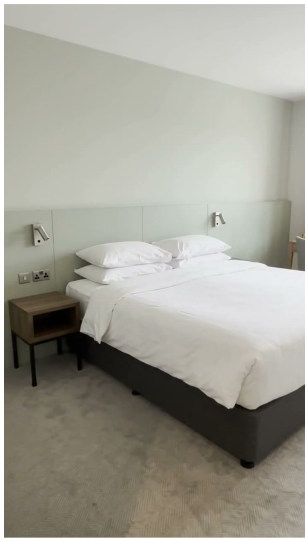
Room number and type	Room 214, superior double
Hotel room standard and revision	Room readiness standard RS-04 rev 6
Inspection stage	Before guest arrival
Housekeeping team or job reference	Housekeeping team B, job HK-1003-214

3. Readiness checks

Bed, linen and soft furnishings checked	Acceptable
Bathroom surfaces and sanitary fittings checked	Action needed
Action, limitation or reason not applicable	Cracked wall tile and grout missing down the corner joint above the bath. No water marks seen yet. Logged for maintenance.
Floors and walking routes clean and clear	Action needed
Action, limitation or reason not applicable	Coffee stain about the size of a hand on the carpet beside the desk. Spot clean tried, still marked. Carpet clean booked.
Room amenities and guest information complete	Action needed

Action, limitation or reason not applicable	One bathrobe and the guest information folder missing. Replaced by housekeeping during the inspection.
Lights and room controls working	Acceptable
Doors, windows and furniture free of visible defects	Acceptable
Checks acceptable	3
Checks needing action	3
Checks not done	0

Room photos without guests or personal belongings



Defects and missing items 1: Bathroom

Where in the room	Bathroom
Type	Cleaning
What was found	Limescale and water marks along the bottom 100 mm of the shower screen.
Put right before you left the room?	Yes

Photo of the item



Defects and missing items 2: Bathroom

Where in the room	Bathroom
Type	Missing or replacement item
What was found	One bathrobe and the guest information folder missing.
Put right before you left the room?	Yes

Defects and missing items 3: Ceiling, walls and floor

Where in the room	Ceiling, walls and floor
Type	Cleaning
What was found	Coffee stain on the carpet beside the desk, still marked after a spot clean.
Put right before you left the room?	No
Does it stop the room being released?	No, fix before the next stay
Maintenance or housekeeping job reference	HK-1017-214-C

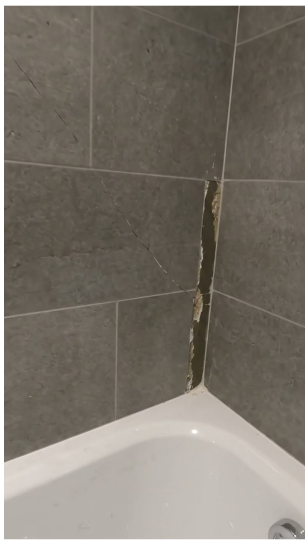
Photo of the item



Defects and missing items 4: Bathroom

Where in the room	Bathroom
Type	Maintenance
What was found	Cracked wall tile and grout missing down the corner joint above the bath. Shower water could get behind the tiles.
Put right before you left the room?	No
Does it stop the room being released?	Yes, blocks release
Maintenance or housekeeping job reference	MNT-26-1017-07

Photo of the item



Items found	4

Put right during the inspection	2
Still open	2
Open items that block release	1
Readiness from the checks	Hold

4. Room release

Room status	Hold for maintenance
Reason and person notified	Open joint above the bath could let shower water behind the tiles. Duty manager R. Iqbal told at 11:40, arriving guest moved to room 218.
Maintenance or cleaning job reference	MNT-26-1017-07 (tile and grout), HK-1017-214-C (carpet clean)
Reinspection reference and release decision maker	Reinspection RI-214-1018 once the grout has cured, release decided by the housekeeping manager

5. Actions and review

Are further actions required?	Yes

Further action 1: Restock bathrobes on the floor 2 linen trolley.

Action and evidence reference	Restock bathrobes on the floor 2 linen trolley.
Person responsible	Housekeeping team B
Target date	17 Oct 2026
Action status	Completed
Completion evidence	Two robes added to trolley 2, checked by F. Mensah at 12:15.

Further action 2: Replace the cracked tile and regrout the corner above the bath. MNT-26-1017-07.

Action and evidence reference	Replace the cracked tile and regrout the corner above the bath. MNT-26-1017-07.
Person responsible	D. Pike, maintenance
Target date	18 Oct 2026
Action status	In progress

Further action 3: Clean the carpet stain beside the desk. HK-1017-214-C.

Action and evidence reference	Clean the carpet stain beside the desk. HK-1017-214-C.
Person responsible	Housekeeping team B

Target date	18 Oct 2026
Action status	Open
Outstanding limitations and information to pass on	Room held until the tile repair is reinspected. The carpet clean can follow before the next stay.
Record status	Further work needed
Reviewed by	C. Dunmore, housekeeping manager
Review date	17 Oct 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.