Lease-Exit Furniture Risk Checklist

Use this before your dilapidations clock starts to find the liabilities sitting inside your building, not just in its fabric.

A schedule of dilapidations concerns the building. The costs that catch firms out at lease exit often start with what is inside it. Work through these checks before the final quarter of your lease term, not the final week.

THE CHECKS TO RUN BEFORE YOUR LEASE EXIT

1. **Model your clearance cost now**
   Get a written estimate for clearing every item in the building under skip-and-landfill conditions, before you need it. Landfill tax runs at approximately £130 per tonne from April 2026, and haulage sits on top: the figure will be larger than your team expects.

2. **Catalogue the estate with time to act**
   A rough count is not the same as a valued inventory, and the difference only becomes visible when there is no time left to act on it. Furniture catalogued and condition-graded in advance can be resold, donated or redeployed: furniture catalogued on a Friday for a Monday handover gets skipped.

3. **Draw the fixtures-versus-chattels line**
   Pull your lease and your original fit-out sign-off and identify every item that sits on the boundary: integrated storage, demountable partitions, bespoke reception units, floor-level cable management. Getting the line wrong exposes you in two directions: remove something that should stay and you face a reinstatement cost, leave something that should go and you lose the asset.

4. **Quantify what resale or donation recovers**
   Every item cleared without a reuse route is an asset written off at zero, plus the disposal cost on top. Know the resale or donation value of your estate before the exit timetable removes your options.

5. **Confirm your duty of care is documented**
   Waste transfer notes are a legal requirement, not an optional extra, and your liability does not end when the van leaves the building. Confirm that every disposal and diversion route your supplier uses is documented and traceable before you hand the keys back.

> The firms that manage this well do one thing differently: they run the furniture process in parallel with the lease process, not after it. Leave it to the final weeks and you hand control of cost, compliance and recovered value to whoever is available at short notice. If your estate runs to 200 or more items, contact Coggin SOS to arrange a free scoping visit.

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