



Requirements on the Day of Grading Assessment

MORNING GRADING (Generally 09h30 to 12h00)

- Breakfast as provided for guests
- Proof of payment to Grading Council
- All statutory compliance documentation.
- Pictures of property on disk to take away:
 - External – grounds and gardens
 - Internal at minimum of two pictures per room (Bedrooms, Lounge kitchen etc.)
- Duty staff on call

AFTERNOON GRADING (Generally 14h00 to 16h30)

- Lunch as provided for guests
- Proof of payment to Grading Council
- All statutory compliance documentation.
- Pictures of property on disk to take away:
 - External – grounds and gardens
 - Internal at minimum of two pictures per room (Bedrooms, Lounge kitchen etc.)
- Duty staff on call



OVERNIGHT STAY GRADING

- Check-in Procedure
- Proof of payment to Grading Council
- All statutory compliance documentation.
- Pictures of property on disk to take away:
 - External – grounds and gardens
 - Internal at minimum of two pictures per room (Bedrooms, Lounge kitchen etc.)
- Duty staff on call
- Any afternoon tea services
- Full dinner service
- Turn down service
- Breakfast as provided for guests
- Check-out procedure