

RESIDENT CHECKLIST

Once you have narrowed your choices, consider the following list of questions as you thoroughly inspect each dwelling. This checklist can be used to compare the quality of your choices. Your decision is an important one so take your time.

Things to read for: the following answers may be found in the copy of your lease, therefore, make sure to obtain a copy.

- How much is the rent?
- Is there a late charge for late rent payments?
- Can the rent be increased at any time during the lease?
- What is the length or term of the lease? Is it negotiable?
- How much advance notice must the residents give before the end of the lease if they plan to vacate?
- What are the requirements for a full refund of your security deposit?
- Is subleasing allowed? Under what conditions?
- Who pays for water? Sewage? Garbage?
- Who is called for emergencies or repairs?
- Is there a list of rules and regulations for residents of the property?
- Is there a non-refundable cleaning fee or other charges? How much is it?
- Are there limits on the number of occupants in the apartment?
- If pets are allowed, is there a pet deposit and is it refundable?

Things to look for: inspect the following when visiting the apartment.

- Does the front door have an adequate lock, i.e. a keyless dead bolt?
- Is there a peephole installed?
- Is the refrigerator clean and in working condition?
- If the apartment is carpeted, is it clean and in good condition?
- Do all the fixtures, i.e. faucets, toilet(s), drains, & drain stoppers in the bathroom work?
- Are there enough windows in the apartment/ Do they lock?
- Are there window screens?
- Is there a doorbell? If so, does it work?
- Is there a private yard? If so, who maintains it?

Things to ask about: there are many questions that cannot be answered unless they are asked. If you have any other doubts be sure to add your own additional questions.

- Does the building or unit have a security system?
- Is there a working smoke alarm?
- What happens if a key gets lost?
- Is the heating system gas or electric? Is it in proper working condition?
- Where is the circuit breaker box, location/ access?
- Is the apartment air-conditioned? If so, who will be responsible for replacing the filter? If not, can you have your own air-conditioner unit?
- Are ceiling fans provided? If not, are they allowed?
- Does the complex have private recreational facilities?
- How far are grocery and convenience stores from the apartment?
- Are there laundry facilities in the building? If not where is the nearest laundry facility?
- Will the apartment be repainted? If so, when?

Things to think about: some of the answers to your questions must be thought of during and after your visit to the apartment.

- Is there ample study room for all occupants in the apartment?
- Is there sufficient closet space in the apartment?
- Will all of your furniture fit in the apartment?



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