

APPENDIX A: APARTMENT HUNTING CHECKLIST/APARTMENT #1

Apartment Address: _____

Landlord's Name and Phone #: _____

Cost

- _____ Rent: _____ Security deposit: _____
- _____ What utilities are included? Cost?
- _____ Is the apartment furnished?

Security

- _____ Are the door locks adequate?
- _____ Are there locks on the windows?
- _____ Are the hallways/outside entrance(s) lit?
- _____ Is there a buzzer or intercom system?
- _____ Are there peepholes in the entrance door(s)?
- _____ Is there an alarm system, security personnel?

Kitchen

- _____ Is it large enough to eat in?
- _____ Is the sink scratched, damaged, rusted?
- _____ Does the faucet work/Is there adequate pressure?
- _____ Does the sink drain?
- _____ Is the stove/oven clean?
- _____ Do the burners and oven work properly?
- _____ Is there adequate cabinet and countertop space?
- _____ Is the floor in good condition?
- _____ Is there a vent fan? Is there a dishwasher?
- _____ Is there a garbage disposal?
- _____ Are the refrigerator and freezer large enough?

Heating

- _____ Can I control the heat?
- _____ Is the house insulated?
- _____ Are there storm windows?
- _____ Are there heat ducts in each room?

General

- _____ Is there enough parking for all of the tenants in the building? Is there off-street parking?

- _____ Are there water stains on the ceilings or walls?
- _____ Can the neighbors hear me?
- _____ Are there signs of mice or pests?
- _____ Is there adequate closet space?
- _____ Has the apartment been freshly painted?
- _____ Can the mailbox be locked?
- _____ What is the general condition of the building?
- _____ Have there been any burglaries or other crimes in the area?
- _____ What floor level is the apartment on?
- _____ Is it within walking distance to campus? On a bus line?
- _____ Are there laundry facilities on the premises?
- _____ Is it close to a grocery store?

Property Owner

- _____ Is the property owner generally available?
- _____ Will she/he respond promptly when repairs and maintenance are needed?
- _____ What do other tenants think about the property owner?

Bathroom and Plumbing

- _____ Do the faucets work and have adequate pressure?
- _____ Is there a shower? Condition?
- _____ Is there a shower curtain rod?
- _____ Is there a medicine cabinet? Mirrors/towel racks?
- _____ Is there a toilet tissue holder
- _____ Is there good lighting? Is there a vent fan?
- _____ Are the electrical outlets usable and safe?
- _____ Does each apartment have its own hot water tank? (10 gallons per person is recommended)

Electrical

- _____ Are the outlets grounded in each room?
- _____ Is the circuit breaker or fuse box within easy access?
- _____ Do all the outlets and light switches work?

Adapted with permission from Orange Housing.

APPENDIX A: APARTMENT HUNTING CHECKLIST/APARTMENT #2

Apartment Address: _____

Landlord's Name and Phone #: _____

Cost

- _____ Rent: _____ Security deposit: _____
- _____ What utilities are included? Cost?
- _____ Is the apartment furnished?

Security

- _____ Are the door locks adequate?
- _____ Are there locks on the windows?
- _____ Are the hallways/outside entrance(s) lit?
- _____ Is there a buzzer or intercom system?
- _____ Are there peepholes in the entrance door(s)?
- _____ Is there an alarm system, security personnel?

Kitchen

- _____ Is it large enough to eat in?
- _____ Is the sink scratched, damaged, rusted?
- _____ Does the faucet work/Is there adequate pressure?
- _____ Does the sink drain?
- _____ Is the stove/oven clean?
- _____ Do the burners and oven work properly?
- _____ Is there adequate cabinet and countertop space?
- _____ Is the floor in good condition?
- _____ Is there a vent fan? Is there a dishwasher?
- _____ Is there a garbage disposal?
- _____ Are the refrigerator and freezer large enough?

Heating

- _____ Can I control the heat?
- _____ Is the house insulated?
- _____ Are there storm windows?
- _____ Are there heat ducts in each room?

General

- _____ Is there enough parking for all of the tenants in the building? Is there off-street parking?

- _____ Are there water stains on the ceilings or walls?
- _____ Can the neighbors hear me?
- _____ Are there signs of mice or pests?
- _____ Is there adequate closet space?
- _____ Has the apartment been freshly painted?
- _____ Can the mailbox be locked?
- _____ What is the general condition of the building?
- _____ Have there been any burglaries or other crimes in the area?
- _____ What floor level is the apartment on?
- _____ Is it within walking distance to campus? On a bus line?
- _____ Are there laundry facilities on the premises?
- _____ Is it close to a grocery store?

Property Owner

- _____ Is the property owner generally available?
- _____ Will she/he respond promptly when repairs and maintenance are needed?
- _____ What do other tenants think about the property owner?

Bathroom and Plumbing

- _____ Do the faucets work and have adequate pressure?
- _____ Is there a shower? Condition?
- _____ Is there a shower curtain rod?
- _____ Is there a medicine cabinet? mirrors/towel racks?
- _____ Is there a toilet tissue holder
- _____ Is there good lighting? Is there a vent fan?
- _____ Are the electrical outlets usable and safe?
- _____ Does each apartment have its own hot water tank? (10 gallons per person is recommended)

Electrical

- _____ Are the outlets grounded in each room?
- _____ Is the circuit breaker or fuse box within easy access?
- _____ Do all the outlets and light switches work?

Adapted with permission from Orange Housing.