

**GENERAL:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the utilities (gas, light, water) included in the rent? If not, what is the average monthly cost? _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If the apartment or house is furnished, is everything intact and working properly? If anything is broken or not working properly make sure you tell the landlord.       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If you have your own furniture, is it going to fit well in the space? It is recommended to measure the rooms and the doors to make sure the furniture will get through. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there phone jacks in the apartment or house? Is there a phone line already hooked up to the apartment or house or do you have to order your own?                    |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are children allowed in the apartment?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are pets allowed in the apartment?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the apartment have an internet connection? Which rooms have access? _____  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do you have any limits on decorating (i.e. change wall paint, hang pictures, rearrange the furniture?) _____  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there any limitation regarding the number of occupants and guests? _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a required security deposit? If so, what needs to be done in order to receive a full refund? _____   |

**ABOUT THE BUILDING:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there private parking on the grounds? Is it included in the rent or do you have to pay for it separately? _____  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there laundry facilities on the grounds? If not, where are the closest ones?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a security system? _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there fire extinguishers and smoke detectors in the hallways? Where are the closest fire exits? _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a maintenance person in the building? If something happens, whom should you call? Where can you park? How many spaces do you get? Are they covered? _____<br>If there is no parking, where can you park? _____<br>How does the building look? Is it clean and well maintained? _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do you have postal mail service? Where is your mailbox located? _____   |

**WINDOWS AND DOORS:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the windows work and lock properly?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the screens in good condition?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all window panes and frames in good condition?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the windows well-insulated?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Can you put in an air conditioner or a fan?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the front door lock work properly? How many keys are there? Can you make more copies if you need to? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the doorbell work, if there is one?  |

**CARPET AND FLOORING:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the carpet/floor in good condition? Does it need to be cleaned before you move in and move out? Who will pay for it? _____ |

**HEATING AND AIR CONDITIONING UNITS:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a control switch inside the apartment or house?                        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have the units been kept clean?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do they work properly? What are the heating sources (gas or electricity)? _____ |

**FAUCETS AND WATER:**

- | Y                        | N                        | N/A                      |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do shower and water faucets work properly?             |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the faucets open and close properly?                |
|                          |                          |                          | What type of shower/bath facilities do you have? _____ |

**LIGHTS AND OUTLETS:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there light fixtures in the apartment? If so, are they in good condition and work properly? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do all of the light switches work?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the walking area to your door well-lit?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Can you get motion-sensor lighting for outside?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do all of the outlets work?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there enough outlets?   |
|                          |                          |                          | Do you have to buy replacement light bulbs or does your landlord supply them? _____             |

**APPLIANCES:**

- | Y                        | N                        | N/A                      |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there kitchen appliances? If so, do they work properly?                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do all the knobs on the oven work?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If the oven is a gas grill, does it light properly?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If the landlord owns an outside grill, are you allowed to use it?                                |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If there is a garage-door opener, are you allowed to use it, and does it work properly?          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If there is a fireplace, are you allowed to use it?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a circuit box for your facility? Is it accessible and easy to comprehend?               |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is a phone line already installed? Or do you need to have a phone line installed or activated?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there working smoke detectors and fire extinguishers in the house?                           |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are you allowed to have a gas or charcoal grill?   |
|                          |                          |                          | If the house operates on gas or oil heat, how do you get the tank filled? Who pays for it? _____ |

**CEILINGS AND WALLS:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the inside need to be painted? If so, who will do it and pay for it? _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the ceiling in good condition? (no cracks, leaks, or warps in the ceiling)     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the paint on the ceiling and walls in good condition? (no chipping or peeling) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are you allowed to hang posters or pictures on the walls?                         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are you allowed to paint the walls or add shelving or other decorations?          |

**ADDITIONAL QUESTIONS:**

- | Y                        | N                        | N/A                      |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has the facility been exterminated since the previous tenants moved? If not, when will it be done? _____                |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do they pay for insect extermination costs?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there public transportation access nearby?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there grocery stores nearby? Are they within walking distance or do you need a car? _____                           |
|                          |                          |                          | What is the garbage day and where should you put your garbage? _____  |
|                          |                          |                          | Is there a housing association? Are there any association dues? How much? _____   |
|                          |                          |                          | Do you have garbage and/or recycling service, or do you have to take your garbage/recycling to the dump yourself? _____ |