

Off-Campus Housing Search Checklist

Address: _____

Landlord: _____

Kitchen

- Are the appliances clean?
- Do the appliances work properly?
- Good water pressure (hot & cold)?
- Freezer large enough?
- Adequate counter/shelf space?
- Sink drains properly and doesn't leak?

Bathroom

- Good water pressure (hot & cold)?
- Does the shower/tub/sink/toilet work properly?
- Adequate ventilation (fan or window)?
- Floor appears water tight?
- Leaking pipes under the sink?
- Sufficient electrical outlets?

Living Areas, Bedrooms

- Sufficient electrical outlets?
- Carpeting/floors are clean?
- Furnishings/undamaged clean?
- Adequate closet space?
- Walls solid, paint/wallpaper intact?

Wiring

- For each room, 2 separate outlets or 1 outlet and overhead light fixture?
- Electric light fixtures in storage and hallways?
- No temporary wiring/wiring passed under rugs/through doorways?
- Internet access installed?

Heat

- Oil gas electric?
- Who pays for it and how much?

Fire Safety

- Smoke detectors (with working batteries) in every room/hallway?
- Two exits per unit (no blocked exits)?
- Adequate and accessible fire escape?

Transportation

- Driveway parking?
- Garage?

Structural Maintenance

- Foundations: Water-tight, rodent-proof, in good repair?
- Floors: Free of holes, cracks or bulges?
- Walls: In good repair?
- Ceilings: In good repair (look for water stains to identify possible leaks)?
- Doors and windows: Water-tight, no drafts
- Stairways: Stable with handrail?
- Porch: Railing is over 3ft. from ground?

Concerns or Complaints

Discuss questions or concerns about an apartment's condition with the landlord before signing a lease. If repairs are needed, write agreement into lease, eg, "Landlord will fix leaky sink before move-in date." Sign and date.

After you move in: complaints about unresponsive landlords (who do not respond to repeated phone calls or letters) should be made to the local Board of Health.

Disclaimer: Please keep in mind that the University assumes no responsibility for contracts/leases between individuals. The Office of Residential Services is not responsible or liable for the consequences of any off-campus student housing arrangement. The information is provided only as aids in your housing quest.