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, or 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.