

## 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?

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