

Renters Checklist

- A. What is the rent per month?
- B. Is a security deposit required? If so, how much is it and under what conditions is it held?
- C. Does the lease say rent can be increased if real estate taxes are raised, sewer or water assessments are hiked, or for any other reason?
- D. Do you pay extra (and how much) for such things as utilities, storage space, air conditioning, parking space, cable, use of recreation areas (such as pool or tennis courts), installation of special appliances, late payment of rent, etc.?
- E. Read the lease carefully. Mark any provisions that seem especially objectionable to you and try to have them removed from your lease. List also the provisions (not included) that you would like, such as sublet clause. Try to have these added. If changes are made, be sure to have them signed (or initialed) by both the tenant and the landlord.

Maintenance Services

- Is there a residential superintendent?
- Are maintenance hours (for usual services) restricted?
- How is emergency service handled?
- How is refuse/garbage disposal handled? Are facilities easily accessible, well kept and clean?

Laundry Facilities

- How many washers and dryers are available?
- Are they in good working order?

Building Lobby

- Is it clean and well lit?
- Does it have a lock or other security provisions?
- How are deliveries handled?

Entrance and Exit

- Is an elevator provided? If so, is it in good working condition?
- Are the stairs well lit and in sound condition?
- Are fire exits provided?
- Is there a fire alarm, smoke alarm or other warning system?

Hallways

- Are they clean and adequately lit?
- Are they in otherwise good condition?
- Are there any signs of insects, mice or rats present?
- Will the landlord take responsibility for the extermination of vermin?

Bathroom(s)

- Are the plumbing fixtures in good working order and reasonably clean?
- Does the hot water supply seem adequate?
- Are the tiles (if the room is tiled) sound?

Kitchen

- Is the sink in good working order, reasonably clean, and provided with drain stoppers?
- Does the stove seem to be in good working order and reasonably clean?
- Is the refrigerator in good working order? Does it have a separate door freezer compartment?

- If there is a good dishwasher, is it in good working order?
- Are appliances under service contract? Who is responsible for maintenance?
- Is ventilation adequate?
- Is there an exhaust fan?

Air Conditioning

- Is the entire building air-conditioned? If not, are there separate units and are they functioning properly?

Wiring

- Are there enough electrical outlets? (Two or three to a room is the minimum)
- Do all the switches and outlets work?
- Are there enough circuits in the fuse box (or circuit breaker panel) to handle the electrical equipment you expect to install?

Heating System

- Does the heating system seem to be in good working order?
- Is it providing adequate heat?
- Who controls the temperature?
- Is there a fireplace? If so, are there any signs (such as smoke stains) that it has not been working properly?

Windows

- Are any broken?

- Can they be opened and closed easily?
- Are screens provided?
- Are there drafts around the window frame?
- Does the landlord arrange for the outside of the windows (in high-rise buildings) to be cleaned? If so, how often?

Floors

- Are they clean?
- Are they marred or gouged?
- Do they have any water stains indicating previous leaks?
- Is carpeting included?

Ceilings

- Are they clean?
- Is the plaster cracked?
- Is there any sign of leakage?

Walls

- Are they clean?
- Is the plaster cracked?
- Is the paint peeling?
- Does the paint run or smear when rubbed with a damp cloth?

Telephone

- Are phone jacks already installed?
- Are they in convenient locations?

Television

- Is TV (or stereo) playing forbidden at certain hours?
- Is an outside antenna connection provided?
- Is there a cable-TV connection?
- Who pays for cable?

Lighting

- Are there enough fixtures for adequate light?
- Are the fixtures in good working order?
- Does the apartment get reasonably adequate natural light from the windows?

Storage Space

- Is there adequate closet space?
- Are there enough kitchen and bathroom cabinets?
- Is there long-term space available in the building for your use?

Security

- Does the entry door have a dead-bolt lock, security chain, or peep hole?

Sound Proofing

- Do the walls seem hollow (when thumped) or solid?

- Can you hear neighbors upstairs, downstairs, or on either side of you?