

| Location | YES | NO | ? | Exterior | YES | NO | ? |
|--|-----|----|---|---|-----|----|---|
| Is the area convenient for your studies? | | | | Is the roof in good condition? | | | |
| Is it on a bus route? | | | | Are there any tiles missing or uneven? | | | |
| Is there a bus stop / parking nearby? | | | | Is the chimney at an angle? | | | |
| Are there decent shops/laundrettes/pubs etc | | | | Is the TV aerial secure? | | | |
| Would you feel safe on your own at night? | | | | Are the gutters & pipes broken, blocked or leaking? | | | |
| Is the street lighting good? | | | | Are the windows double glazed? | | | |
| Interior | YES | NO | ? | Are the windows and door frames in good repair? | | | |
| Are there any signs of damp? E.g. dark patched, peeling wallpaper, walls feel cold or damp, flaking paint? | | | | Is the paintwork in good condition? | | | |
| Are there signs of condensation – mould on the walls or window frames? | | | | Are the windows broken or cracked? | | | |
| Is the inside in good repair – does anything need mending, redecorating or cleaning? | | | | Do windows open & shut properly? | | | |
| Is there a smell – do you know what is causing it? | | | | Who is responsible for cleaning the outside windows? | | | |
| What heating system is in place? | | | | Is the garden or yard free from rubbish? | | | |
| Are there electric / gas meters installed? | | | | Who is responsible for the upkeep of the garden? | | | |
| Kitchen | YES | NO | ? | Bathroom | YES | NO | ? |
| Is the cooker in good working order? | | | | Does the toilet work – is it cracked, does it flush and has it got a seat? | | | |
| Is the sink in good repair? | | | | Does the bath seem insecure, is it cracked, do the taps work, does the overflow work? | | | |

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| Do the taps work? | | | | If there is a shower – does it work how is it heated? | | | |
| Do the taps drip? | | | | Hot water tank – is it insulated, how is it heated, is it big enough, is there a timer? | | | |
| Is there a fridge / freezer and is it In a decent condition and big enough to share? | | | | Is the sink securely fitted, is it cracked, do the taps work & does it drain well? | | | |
| Is there enough space for food storage & preparation? | | | | Are the walls mouldy – is there ventilation? | | | |
| Is there a washing machine, tumble dryer? | | | | Is the toilet separate from the bathroom? This could save a lot of inconvenience | | | |
| Is there a microwave, dishwasher etc? | | | | Are the bathroom facilities adequate for the needs of the people sharing? | | | |
| Living Area | YES | NO | ? | Bedrooms | YES | NO | ? |
| Is there a communal area – does it matter if there is not? | | | | Is the bed in usable condition & does it comply with furniture safety regulations? | | | |
| Is there enough space & seating for all tenants? | | | | Is there a desk? | | | |
| Is there enough furniture & does it meet the furniture safety regulations? | | | | Is there broadband/ internet connection? | | | |
| Is the floor covering in good condition? | | | | Is there a reading lamp, are there enough power points? | | | |
| Is everything on an inventory and is the condition accurately recorded? | | | | Is there storage & seating space? | | | |
| Has the landlord supplied a TV? | | | | Does the door close & lock? | | | |
| Is there SKY / other TV package provided? | | | | If you have your own TV will you need a licence? | | | |
| Gas & Electricity | YES | NO | ? | Is there an aerial point? | | | |
| Do plugs & sockets heat up when used | | | | Is there heating? | | | |
| Are they free from cracks? | | | | Security & Safety | YES | NO | ? |

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| Are there enough sockets? | | | | Do the ground floor windows lock? | | | |
| Does the wiring look old or frayed? | | | | Are other windows secure, can anyone climb up to them easily? | | | |
| Has the electrical wiring been checked recently? | | | | Are the locks adequate, do they work? | | | |
| Does the cooker work -rings, oven, grill? | | | | Do ex-tenants still have a key? | | | |
| Does the heating work properly? | | | | Is there any working fire detection equipment? | | | |
| How much does it cost to run? | | | | Is there a clear fire escape route in each room? | | | |
| Is the heating sufficient for the winter? | | | | Is there a fire blanket in the kitchen? | | | |
| Have you seen the gas safety certificate, does it cover all the items? | | | | Do all the downstairs windows have curtains / blinds? | | | |
| What was the date of the inspection? | | | | Does anyone else live in the property? | | | |
| Is there a smell of gas? | | | | Is there a security alarm system? | | | |
| Who pays for the electricity & gas & how? | | | | Repairs & Cleanliness | YES | NO | ? |
| Are there pre-payment meters installed? Where do you get the card / key/ tokens? | | | | Have all repairs required been put in writing to the landlord / agent? (if so keep a copy) | | | |
| Is it set for the correct tariff? (is it collecting the right amount of money? Is it recovering debts from previous tenants? | | | | Is the décor in reasonable condition? | | | |
| Have you asked the previous tenants about how much bills usually cost? | | | | Is the property clean? | | | |
| Inventory | YES | NO | ? | Is cleaning equipment provided? | | | |
| Have you got an inventory agreed & signed by your landlord? | | | | Is there a bin / recycling equipment? | | | |
| Does it list everything? | | | | What day do the bin / recycling collections call? | | | |

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| Does it include the condition of items? | | | | Are there signs of infestation – slug pellets or trails, mouse droppings, dead wasps in or around the property, ants or sawdust like deposits? | | | |
| Does it record the state of the décor? | | | | Bills | YES | NO | ? |
| Tenancy Agreement | YES | NO | ? | Are you clear what bills you will be responsible for? | | | |
| Do you understand the contract? | | | | Do you know whose name they will be in? | | | |
| Is the agreement just in your name or is it a joint tenancy? (speak to the Advice Unit for more info about this) | | | | How much are they likely to be? | | | |
| Do you have to pay rent in advance? | | | | When & how must they be paid? | | | |
| Have you been given a copy? | | | | Who is responsible for the water rates? | | | |
| Have you checked it? The Advice Unit can do this with you! | | | | Is there a TV licence and will you need one? | | | |
| Do you know how long the agreement is for? | | | | Can you get the phone / broadband account transferred from a previous tenant or will a reconnection charge have to be paid? | | | |
| Is there a break clause – do you know what will happen if you want to leave before the end of the tenancy? | | | | Would another supplier be cheaper or provide a better service? | | | |
| Do you have the landlords name & address & a number for emergencies? | | | | Will your tenancy agreement allow you to change? | | | |
| Have you met the landlord / agent? | | | | <i>Don't forget to take and give meter readings the day you move in!</i> | | | |
| Have you spoken to previous tenants? | | | | | | | |
| Are you clear about how much the rent is and when it should be paid? | | | | | | | |

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| Are there penalties for late rent payments? | | | | | | | |
| Does the agreement state who is responsible for the bills? | | | | | | | |
| Is there a retainer? | | | | | | | |
| How much is the deposit and has it been put into a Tenancy Deposit Scheme? | | | | | | | |
| If the tenancy has been amended, have both you and the landlord signed the agreements? | | | | | | | |