

# Apartment Selection Checklist

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By using this checklist you can summarize your observations about 4 different rentals you might consider. This is intended as a guide. You may modify it to suit your needs.

	Option 1	Option 2	Option 3	Option 4
<b>General Information</b>				
Address				
Landlord/Manager				
Owner				
Telephone #				
Email				
Directions to unit				
References? Check with other tenants.				
<b>Terms and conditions</b>				
Certificate of Compliance for properties within City of Ithaca (REQUIRED)				
Date available				
Length of lease				
Consequences for breaking lease				
Deposit				
Rent amount				

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Rent due when?				
Late payment charges?				
Furnished?				
Can I afford to furnish it?				
Pet rules/deposit				
Physical changes allowed (costs?)				
Subletting (restrictions)				
Water				
Garbage service				
Guest policy				
<b>Apartment/General</b>				
Recent maintenance?				
Air conditioning				
Heat source				
Control of thermostat?				
Insulation?				
Heat available to every room?				
Ample FUNCTIONING outlets (missing covers?)				
Light fixtures FUNCTION? Missing covers?				

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Circuit breaker or fuse box accessible?				
Bedroom privacy				
Blinds/curtains				
Cable connection				
Carpet (note stains)				
Closet space/condition				
Fireplace				
Furniture available				
Furniture clean/worn?				
Hardwood floors				
Natural lighting				
Locks on doors				
Paint/wall condition				
Ceiling condition				
Ceiling stains/damage				
Ceiling fan and lighting fixtures				
Patio/balcony				
High-speed internet access				
Hardwired phone jacks				
Storage space				
Upstairs/downstairs				
Stairs/rails sturdy				

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3 <sup>rd</sup> floor and basement apartment must have 2 exits				
View				
Windows condition cracked/broken?				
Additional items:				
<b>Kitchen</b>				
Age of refrigerator				
Refrigerator clean? Big enough?				
Counter space				
Sink clean? Damaged? Leaks/bugs underneath?				
Water pressure				
Does the sink drain? Does it hold water?				
Dishwasher				
Garbage disposal				
Gas/electric stove				
Stove clean? All burners function?				
Microwave				
<b>Facility miscellaneous</b>				
Bike storage				
Elevators/stairs proximity				

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Laundry facilities				
Garbage chute proximity				
Mailboxes available? Locked?				
Overall noise level				
Parking				
Roof access				
<b>Safety</b>				
Emergency exits				
Outdoor lighting				
Fire extinguishers				
Functioning windows with locks				
Storm windows and screens				
Window condition (cracks) CHECK!!				
Gated entrance				
Hallway lighting				
Intercom				
Landscaping around windows/porches that will not allow concealment				
Lead hazards				
Locks changed between tenants				
Locks on all doors				

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<b>Safety (con't)</b>				
Peepholes?				
Screens				
Smoke detectors CHECK!				
Recent criminal activity reported?				
<b>Neighborhood</b>				
Average age of residents in area				
Distance from campus				
Proximity to banks, grocers, post office				
Proximity to public transportation				
Local nuisances? Noise, smells, traffic? Hazards?				
<b>Bathroom</b>				
Water pressure				
Adequate hot water? Source?				
Size of hot water tank? Recovery time?				
Tub and/or shower?				
Curtain or door for shower?				
Towel racks? Toilet tissue holder?				
Dripping or leaking				

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Fixtures chipped, stained or rusted?				
Mirrors chipped or cracked?				
Medicine cabinet available?				
Ventilation				
lighting				
Leaking pipes under sink or toilet				
Is the floor sound? Or soft?				
Sufficient electrical outlets (GFI)				

## NOTES: