

APARTMENT FEATURE CHECKLIST



<input type="checkbox"/>	General —Write down the property name, contact person and phone number, and the monthly rent. Keep your overall budget in mind.
<input type="checkbox"/>	Condition —Note the condition of the property (clean, dirty, smelly, brand new, old).
<input type="checkbox"/>	Locks — <input type="checkbox"/> Deadbolts or chains on doors? <input type="checkbox"/> Locks on bedroom doors? <input type="checkbox"/> How often are locks changed?
<input type="checkbox"/>	Windows — <input type="checkbox"/> Are windows secured? <input type="checkbox"/> Not blocked by trees and shrubs?
<input type="checkbox"/>	Fire Safety —Fire alarms and smoke detectors: <input type="checkbox"/> Do they have them? <input type="checkbox"/> Are the batteries new? <input type="checkbox"/> How often are the batteries changed? <input type="checkbox"/> Do they perform random testing?
<input type="checkbox"/>	Secured Entry/Exit — <input type="checkbox"/> Security guard? <input type="checkbox"/> Security gate? <input type="checkbox"/> Keyless entry?
<input type="checkbox"/>	Appeal —Record any extra details of the place you feel are important in making your decision (e.g., “paint chipping” or “great views”).
<input type="checkbox"/>	Utilities —Some apartments may include (pay for) all utilities, partial utilities, or none at all. Ask specifically which utilities you are responsible for paying and how much they run per month. Ask to see one year’s utility bills.
<input type="checkbox"/>	Parking —The apartment complex may have underground or garage parking, driveway, street, or no parking available. Ask which options are available and how much the cost is per month, if any. Keep in mind safety issues with street parking, such as break-ins, vandalism, and tows. With garages, check for intercoms, emergency buttons, proper lighting, and clear lines of sight.
<input type="checkbox"/>	Laundry —Ask the leasing agent if laundry units are provided in-unit, on each floor, in the basement, or off-site (e.g., Laundromats). If washers and dryers are not in the unit, are they located in a well-traveled area or down a dark hallway?

APARTMENT COMPLEX FEATURES CHECKLIST



<input type="checkbox"/>	Outdoor Lighting — Poor lighting can be a telltale sign of safety not being a high priority in the complex or of slow-responding maintenance workers. <input type="checkbox"/> In what direction do the lights point? <input type="checkbox"/> Where do they create shadows? <input type="checkbox"/> Are some of the lights out and not yet replaced?
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<input type="checkbox"/>	<p>Entry/Exit—Questions to consider:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Is there a code? <input type="checkbox"/> How often is it changed? <input type="checkbox"/> Is there a guard? <input type="checkbox"/> Guest passes? <input type="checkbox"/> If there are gate openers issued, how many to each apartment? <input type="checkbox"/> What nonresidents have access to the gate and apartments (maintenance, tow-truck drivers, utility workers, former residents)?
<input type="checkbox"/>	<p>Landscaping—</p> <ul style="list-style-type: none"> <input type="checkbox"/> Does the complex put effort into its curb appeal? <input type="checkbox"/> Fresh flowers and/or manicured lawns? <input type="checkbox"/> Or are overgrown shrubs blocking windows and doors?
<input type="checkbox"/>	<p>Curb Appeal—</p> <ul style="list-style-type: none"> <input type="checkbox"/> Is the property well-maintained? <input type="checkbox"/> Paved roads? <input type="checkbox"/> Cracks in sidewalk? <input type="checkbox"/> Broken steps? <input type="checkbox"/> Fresh paint? <input type="checkbox"/> Old? <input type="checkbox"/> Modern?

NEIGHBORHOOD FEATURES CHECKLIST



<input type="checkbox"/>	<p>Nearby— Having the following businesses and agencies nearby is helpful for safety, convenience, and economic reasons. Are you close to:</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Grocery store?</td> <td><input type="checkbox"/> Mechanic?</td> </tr> <tr> <td><input type="checkbox"/> Bank?</td> <td><input type="checkbox"/> Restaurants?</td> </tr> <tr> <td><input type="checkbox"/> Post Office?</td> <td><input type="checkbox"/> Shopping?</td> </tr> <tr> <td><input type="checkbox"/> Police station?</td> <td><input type="checkbox"/> Theaters?</td> </tr> <tr> <td><input type="checkbox"/> Fire department?</td> <td></td> </tr> </table>	<input type="checkbox"/> Grocery store?	<input type="checkbox"/> Mechanic?	<input type="checkbox"/> Bank?	<input type="checkbox"/> Restaurants?	<input type="checkbox"/> Post Office?	<input type="checkbox"/> Shopping?	<input type="checkbox"/> Police station?	<input type="checkbox"/> Theaters?	<input type="checkbox"/> Fire department?	
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<input type="checkbox"/> Police station?	<input type="checkbox"/> Theaters?										
<input type="checkbox"/> Fire department?											
<input type="checkbox"/>	<p>Amenities—Be careful not to let the glitz and glam sell you on your place. Use the amenities as tie-breakers in narrowing down your options.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Does the apartment or complex have a gym? <input type="checkbox"/> Pool? <input type="checkbox"/> Business center? <input type="checkbox"/> Dry cleaning service? <input type="checkbox"/> Concierge? 										
<input type="checkbox"/>	<p>Safety—Is there a Neighborhood Watch program? (If not, you could start one!)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Are there neighborhood or complex events to meet neighbors? <input type="checkbox"/> Does the community fit your personality? <input type="checkbox"/> Is it walkable? <input type="checkbox"/> Near a park? <input type="checkbox"/> Offer plenty of night life? 										
<input type="checkbox"/>	<p>Public Transportation—If you don't have a vehicle or are choosing to rely on public transportation for getting around town, look up routes, schedules, and stops. Map out the routes between the complex and work, campus, shopping centers, and restaurants. Are stops well-lighted? Are routes safe and well-traveled?</p>										