

PROPERTY CHECKLIST



Looking → Living → Leaving

19 - 20
Find out more:
nusu.co.uk/support/sac/housing

PROPERTY CHECKLIST

You can use this checklist when viewing properties to make sure that you've got the essentials covered.

House 1

Address:
Price:
Contact/Agent:

Contract Dates:

House 2

Address:
Price:
Contact/Agent:

Contract Dates:

House 3

Address:
Price:
Contact/Agent:

Contract Dates:

House 4

Address:
Price:
Contact/Agent:

Contract Dates:

House 5

Address:
Price:
Contact/Agent:

Contract Dates:

House 6

Address:
Price:
Contact/Agent:

Contract Dates:

	1	2	3	4	5	6
Area	/10					
Comfort	/10					
Quality	/10					
Cleanliness	/10					
Furniture	/10					
Lounge	/10					
Storage Space	/10					
Yard	/10					
Size	/10					
Dryer	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO
Dishwasher	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO
Toilets	3					
Showers	2					
Fridges	1					
Freezers	1					
Small Rooms	2					

Notes:

PROPERTY CHECKLIST

Things to consider while viewing a property...

General property condition

- Are there signs of dampness/ condensation, such as mould on the walls or carpets?
- What heating/hot water system does the property use?
- Where is the meter?
- Are the windows double glazed?
- Are the rooms equally sized?
- Is there enough toilet/ shower facilities?
- Have you been shown the Energy Performance Certificate?

Furniture and fittings

- What furniture is provided/not provided?
- What appliances are provided /not provided?
- What condition is the furniture in?
- Is there enough storage space?
- Is there a washing machine/ tumble dryer/dishwasher?
- What condition are the curtains/ carpets in?
- Is there an extractor fan in the bathroom?

Safety

- Is the wiring safe? (*Check for any fittings loose from the wall*)
- Is there sufficient ventilation? Check especially near any gas appliances.
- Are there smoke alarms on different floors?
- Are there any fire extinguishers/blankets?
- How secure are locks on doors/windows?

Outside Space

- Are there any communal areas, such as an entrance hall or stairwell? If so, who is responsible for cleaning them?
- Is there a back yard or garden? If so, who is responsible for it?
- Who else has access to communal/ outside areas? If so are those areas monitored or secured?
- Is the outside area appropriate for storing bicycles?

The Landlord

- Is the property managed by a letting agent or landlord?
- Are you able to meet the landlord?
 - Would you feel able to approach them if anything went wrong, for example if the property needed repairs done or if you were going to be late with your rent?
 - Are they easy to contact?
- What is the opinion/experience of the current tenants?

Location and Transport

- How far is it to your university?
- How far away is the nearest supermarket?
- Is the property on a bus or metro route?
- Do you need a permit to park outside your accommodation?
- What kind of area is it in, student or residential?
- Is it noisy at night? E.g. Located above a bar or restaurant.

Cost

- How much is the rent?
- How does it compare to other areas?
- Will you have to pay a deposit?
- Is payment for rent needed in advance?
- Is a holding, admin or agent fee required?
- What are the renewal fees?
- Are the fees refundable or not?
- How are utilities paid?
- What's the average monthly heating bill?

Can I provide?

- A deposit
- Holding fee/admin fee
- Right to rent documents
- A guarantor based in the UK

Things to consider before signing a contract...

Tenancy Agreement - Questions to ask

- What do your fees constitute and can you provide a breakdown?
- Can I have a copy of the tenancy agreement to take away before I sign the contract?
- Do I have to provide a guarantor and can they just guarantee my 'share' of the rent?
- Do you take a deposit? Which scheme protects it?
- Do I understand it all?

Management and status of the property - Questions to ask

- Is your landlord/agent a member of a professional body/landlords association or is the property accredited?
- Is your agent registered with an independent redress scheme? Which one? (agents only)

- Is the Landlord based in the UK? Is the landlord local?
- Is the agent operating on a Tenant find (Let Only) basis or will they be managing the property?
- Is the property subject to a mortgage and does the mortgage acknowledge the tenants as authorised tenants?
- What measures do they offer if we are unable to move in on time or have to move out for any reason?
- Is the property a Licensable House of Multiple Occupation (HMO)?
- Am I renting from the landlord or am I sub-letting from another tenant?

Safety and condition of the property - Questions to ask

- Has a Gas Safety Certificate/ Energy Performance Certificate been given?
- Is there an Electrical Safety Certificate for this property?
- Is there a Burglar Alarm? Has the property ever been burgled?
- Is there any history of damp, mould or condensation?
- Can I have a copy of the inventory before I sign the contract?
- Are any repairs or cosmetic improvements required on the property? When are you planning on carrying out them out?
- Are you happy for us to talk to the previous tenants of this property?

Do you understand what you are agreeing to? If not please seek additional advice before you sign.

For further questions book an appointment with the Student Advice Centre for impartial housing advice.

0191 239 3979

student-advice-centre@ncl.ac.uk