

YOUR HOUSE HUNTING CHECKLIST

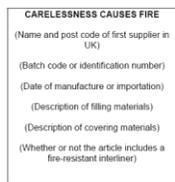
This checklist is designed to help you when viewing a property – take this with you to help you remember what to look out for.

Landlord

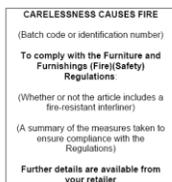
- Do you know the name and contact details of the landlord? (not just the agent)
- Speak to the existing tenants about their experiences with the landlord and the property (when the landlord is not around).

Property

- Take a good look at the outside of the property – check whether the guttering is intact; are there any missing slates/tiles on the roof? Do the windows and doors look in a good state of repair? Are all the external doors solid? Do they have locks/catches which are openable from the inside without the use of a removable key? Think about your own safety.
- Take a look at any gas or electrical appliances – do they look safe? Do they work? Check that there are enough plug sockets.
- Have you seen the current GAS SAFE REGISTER Gas Safety Certificate? *Do not rent a property where the owner does not have an up-to-date gas safety certificate – carbon monoxide can kill.*
- Check how the property is heated (e.g. centrally), and whether there are adequate heaters. Check that they work!
- Is there enough furniture for the number of tenants? Check that the furniture complies with the furniture and furnishings fire safety regulations. If it does, it should have labels like this:



(upholstered furniture)



(mattresses / bases)

- Are fire/smoke detectors/alarms fitted and working in the house? Are there any other fire safety devices?
- Has the property been inspected by the Local Authority or the Fire Service at all?

- Has the owner been issued with / applied for a licence for the property with the Local Authority? Check the advert, or for more information contact the Student Housing Office or the Council.
- Does the plumbing work? (e.g. does the toilet flush, do the taps work, do the sinks and bath drain?) How do you get hot water?
- Is there a bath or shower?
- Is the property in a good state of repair and decorative order? Will it be cleaned / decorated before you move in? *If the landlord promises that repairs will be completed before you move in, ask them to put this in writing before signing the contract.*
- Can you see any signs of damp or black mould on the walls or ceilings? If so, discuss this with the landlord.

Money Matters

- How much is the rent and what is included? (e.g. water, electricity, gas, phone) Does the house have meters, or is there a bill?
- When is the rent payable? (e.g. monthly, termly) How is it payable? (e.g. standing order)
- Is there a summer retainer payable? If so, check how much and what it includes (e.g. can you leave your belongings in the property? Check whether this means that no-one else will live there during this period)
- Does the landlord require a deposit? If so, how much? The deposit is usually equal to one month's rent. Check what the deposit covers.

*Deposits are normally paid to the landlord to compensate them for any wilful damage to their property, or for loss of rent or non payment of bills. Deposits should be returned to you at the end of the tenancy. **Tenancy Deposit Protection** came into effect on 6 April 2007 - this means that your landlord must protect your deposit using a government-authorised tenancy deposit scheme. Your landlord must provide you with details of how your deposit is protected within 30 days of taking the deposit. For more information come along to the Student Housing Office. **Always ask for a receipt for any payments made.***

Tenancy Agreements

- Do you have a written contract? It is advisable to have one. Seek advice before signing, from the *Student Housing Office*. We can also provide you with a Moving In Checklist.