

# APARTMENT VIEWING CHECKLIST

## BRING TO VIEWING

Phone/camera to take pictures  
Phone charger to test outlets  
Tape measure to measure dimensions

Pen and paper to draw layout  
A friend for a second opinion

## UTILITIES

### Included in rent:

Water  
Hydro/electricity  
Gas  
Cable TV  
Wifi/internet

### Garbage disposal:

Garbage chute  
Garbage room  
Curbside pickup

### Bins provided:

Garbage  
Recycling  
Compost

### Heating and cooling:

Tenant controls cooling  
Air-conditioning  
Tenant controls heating  
Will landlord cover cost for extra heaters/fans?

### Electrical / service capacity:

Working outlets in all rooms  
Grounded (3-prong)

General electrical capacity  
*i.e., Can you turn everything on without tripping a breaker?*

Fuse/breaker box  
No 'dead zones' of cell/wifi service

## KITCHEN

Freezer  
Fridge  
Stove  
Microwave  
Dishwasher

Test kitchen sink:  
Hot and cold water  
Good water pressure  
Drains unplugged

## LAUNDRY

Washer/dryer in unit  
Washer/dryer in building  
Cost per use: \$  
Method of payment:

## BATHROOM

Working shower  
Clean tub  
Flushing toilet  
Mirror  
Counter space

Storage  
Toilet paper holder  
Towel rack(s)  
No evidence of mold  
Working outlets

Ceiling in good condition  
Working ceiling fan  
Working ceiling light  
Test sink/shower:  
Hot and cold water  
Good water pressure  
Drains unplugged

## FURNITURE

Unit comes with furniture:

## CLOSETS/STORAGE

# of Closets:  
Other in-unit storage  
External storage  
*(e.g. basement locker)*  
Fee to use: \$

## FLOOR

Carpet in good condition *(no stains, holes, etc.)*  
Carpet requires steam cleaning prior to move-in  
Hardwood/laminate in good condition *(no splinters, etc.)*

Clean tiles in good condition *(no cracks, etc.)*  
Equipment available to maintain floor *(vacuum, mop, etc.)*

## KEYS/LOCKS

All keys and locks tested to ensure function  
Front door external lock  
Front door internal lock  
Back door/balcony door lock  
Bedroom door(s) lock  
Permission to install additional locks

Key deposit required

Spare key available

Fee for lock-out: \$

Fee to change locks: \$

*Keys can be duplicated unless marked "DO NOT DUPLICATE". Ask for permission before changing locks.*

## LIGHTING

Each room has a functioning light

All light switches work

Each room has a window that can open  
*Test the windows as panes may be painted shut.*

Windows are lockable

Windows are not drafty

Windows have blinds or curtains included

Landlord will install blinds/curtains prior to move-in

*Get all landlord agreements in writing.*

Apartment view is unobstructed

Unit gets:

morning

evening

no direct sunlight

## PARKING

Parking spot(s) available

Spot reserved for unit

Fee for spot: \$

Nearby pay-per-use street parking

Parking lot

Visitor parking available

## GENERAL CARE / UPKEEP

Repairs are necessary prior to move-in:

*Get all landlord agreements in writing.*

Surfaces or storage space are in disrepair

Pre-existing damages documented

*Take photos of unit before move-in. Email them to your landlord to confirm you will not be held responsible for pre-existing issues at a later date.*

Walls need patching/repainting prior to move-in

Unit has mold or mildew

Permission to paint walls

Requirement to return walls to original state before move-out (repainting, etc.)

## SAFETY & FIRE

Functioning smoke detector / alarm in unit

*Batteries should be replaced annually*

Carbon monoxide detector in unit

Fire exits clearly marked

Fire extinguisher provided in unit

Sprinklers in unit

Door has peep hole

Building security measures: