



Comprehensive Off-Campus Housing Tour Checklist

Use this checklist when touring apartments, houses, or rental units. Bring a copy with you and take notes to compare properties.

Student Name: _____

Property Address: _____

Date of Tour: _____

Leasing Agent/Landlord: _____

Contact Information: _____

I. Cost & Financial Details

Monthly rent amount: \$_____

Security deposit required: \$_____

Application fee: \$_____

Administrative or move-in fees: \$_____

Utilities included? (Electric / Water / Sewer / Trash / Internet / None)

Estimated monthly utilities if not included: \$_____

Renter's insurance required?

Late payment fee details: _____

Lease term length: _____



II. Lease Terms & Policies

- Individual or joint lease?
- Subleasing allowed?
- Early termination policy reviewed?
- Guest policy explained?
- Pet policy (fees/restrictions)?
- Renewal terms explained?

III. Safety & Security

- Doors and windows lock securely
- Exterior lighting adequate
- Smoke detectors present
- Carbon monoxide detector (if applicable)
- Secure mail/package area
- Controlled access features

IV. Property Condition

- No visible water damage or mold
- Appliances working properly
- Plumbing functioning (test sinks/toilets)
- HVAC functioning
- No evidence of pests
- Maintenance request process explained



V. Layout & Space

- Bedrooms adequate size
- Closet/storage space sufficient
- Furniture included?
- Enough outlets
- Cell reception strong
- Internet availability confirmed

VI. Location & Transportation

- Distance to campus acceptable
- Parking included/available
- Guest parking available
- Access to grocery and services
- Neighborhood condition satisfactory

VII. Final Questions

- Rent due date each month?
- Utility billing method?
- Roommate replacement policy?
- Reservation process?
- Move-in specials or discounts?

Overall Notes

Pros: _____

Cons: _____

Additional Notes: _____