

## INSPECTING A PROPERTY CHECKLIST

**When looking at a property it is easy to feel rushed and overlook problems or the absence of important amenities or facilities. It is important to take the time needed to properly check the property, read and understand the lease and to consider all aspects of your tenancy (costs, length etc.)**

### Costs

*Moving into a new house can be expensive. The following list may assist you to consider your budget*

- Moving costs – e.g. removalist trucks
- Furniture
- Rent in advance (2 weeks' rent)
- Bond – 4 weeks' rent
- Insurance Connection fees – electricity, gas, phone, internet
- House needs: crockery, bedding

*During a tenancy you need to budget for:*

- Rent
- Electricity
- Gas
- Phone and internet
- Water
- Travel costs (consider whether your new house is close to public transport)

Think about what type of property you want to live in and for how long.

**Remember: breaking a fixed term agreement early has associated costs**

### Inspecting a Property

When you inspect a property, make sure you are thorough. Take your time, ask questions, and do not let the lessor rush you.

Generally, you may want to check:

- Whether everything works – stove, lights, power points
- Insulation
- Signs of pests or vermin
- The garden – will it take a lot of work or water to maintain
- Security – check locks on doors and windows and ensure there are keys to all of them
- Hot Water Capacity – is the hot water system adequate?
- Mould/dampness/leaks – does the bathroom have adequate ventilation?
- Noise levels

### **Smoke alarms and RCDs**

- Is the property fitted with smoke alarms?
- Are there two (2) residual current devices (RCDs) fitted in the meter box?

### **All Rooms**

- Do all the doors and windows open and shut properly
- Do the external windows and doors have secure locks as required by law?
- Do opening windows have fly screens?
- Are there security screen doors?
- Are there adequate power points?
- Are there adequate blinds/curtains on the windows?
- Is the hot water system adequate?
- Is it easy to exit the property in case of an emergency?
- What type of heating/air conditioner is there? Does it work? Is it affordable?
- Are there keys for all locks?

### **Living Room**

- Is there an antenna outlet for your TV? Is there an antenna?
- Is there a phone connection? Is there a phone line to the property?
- Are there enough power outlets?

### **Kitchen**

- Is there an extractor fan over the stove?
- Is there adequate space for your fridge?
- Is there a dishwasher provided? Is there a space for a dishwasher?
- Is there enough bench space for food preparation?
- Is there enough space for food and utensils?
- Does the stove work?
- Are there any signs of vermin?

### **Bathroom/Toilet**

- Does the toilet work properly?
- Is there an extractor fan?
- Are there signs of mould?
- Are there signs of leaking?

### **Laundry**

- Are there taps for your washing machine?
- Is there space for your appliances?
- Is there a laundry sink with working taps?

### **Outdoor Area**

- Are there outdoor lights/security lights?
- Are there taps/garden hoses?
- Will you be able to maintain the garden?
- Is there a clothesline?
- Are the fences and gates suitable?

### **Miscellaneous**

- Is the property close to public transport, shops, parks etc?
- Are there any potential noise problems? (Neighbours upstairs, busy roads, schools etc)
- Do you need parking? What are the parking facilities?
- Is the property fenced and secure?
- Will it be convenient to travel to work/school?
- Are there any maintenance issues that need to be addressed prior to signing the agreement?

If there is not time to check all of these things, ask the lessor about them.

If you identify any issues, ask the lessor to rectify them and get any agreement in writing. Read the tenancy agreement, and check whether there are additional terms at the end after the standard form.

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