

# Rental 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

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## Utilities

### Included in Rent:

- Water
- Hydro/electricity
- Gas
- Cable
- Wi-Fi/internet

### Garbage Disposal:

- Garbage chute
- Garbage room
- Curbside pickup

### Bins Provided:

- Garbage
- Recycling

### Heating and cooling:

- Air Conditioning
- Heating
- Does landlord cover cost for extra fans/heaters?

### Electrical/service capacity:

- Working outlets in all rooms
  - Grounded (3 prong)
- General electricity capacity (*turn everything on without tripping a breaker?*)
- Fuse/breaker box
- No "dead zones" of Wi-Fi/cell service

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## Kitchen

- Freezer
- Fridge
- Stove
- Microwave
- Dishwasher

### Test Kitchen Sink:

- Hot and cold water
- Good Water Pressure
- Drains Unplugged

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## Laundry

- Washer/dryer in unit

- Washer/dryer in building
- Cost per use: \_\_\_\_\_ \$\$

## Bathroom

- Working shower
- Clean tub
- Flushing toilet
- Mirror
- Counter space
- Storage
- Toilet Paper Holder
- Towel rack
- No evidence of mold
- Working outlets
- Working Ceiling fan & light

### Test sink/shower:

- Hot and cold water
- Good water pressure
- Drain unplugged

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## Keys/Locks

- All keys tested to ensure function
- Permission to install additional locks
- Key deposit required
- Spare key available
- Fee for lockout: \_\_\_\_\_ \$\$
- Fee to change locks: \_\_\_\_\_ \$\$

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## Miscellaneous

- Unit comes with furniture
- Good closet space
- Storage unit
- Parking Spot/Fee \_\_\_\_\_ \$\$
- On major bus route – closest stop \_\_\_\_\_
- Close to Sault College – distance to Sault College \_\_\_\_\_
- Flooring in good condition

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## Lighting

- All rooms have functioning lighting
- All light switches work
- Windows open and are barrier free
- Windows are lockable
- Window coverings included/or landlord will install

### Sunlight:

- Morning  Evening  No direct sunlight

# Rental Viewing Checklist:

## Maintenance/Upkeep

- Repairs are necessary prior to move in (*if yes, have landlord agreements in writing*)
- Pre-existing damage documented  
*take photos of unit prior to move in. Email pictures to landlord to confirm you will not be held responsible for pre-existing damage*)
- Walls require patching/painting prior to move in
- Unit has mold/mildew
- Permission to paint walls
- Requirement to return walls to original state before move out (*re-painting, etc.*)

## Safety and Fire

- Functioning smoke detector/alarm in unit
- Carbon monoxide detector in unit
- Fire exits clearly marked
- Fire extinguisher provided in unit
- Sprinklers in unit
- Door has peephole
- Building security measures

For general inquiries regarding renting in Sault Ste Marie, feel free to contact Residence Office at 1-705-759-2554 ext. 2684

## Additional Comments/Notes:

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# Rental Viewing Checklist:

## Helpful Tips

- Start your search early. Use more than the advertised cost to make your decision
- Sault College endorses Places4Students when searching for rental unit opportunities. [www.places4students.com](http://www.places4students.com). Local ads or third party advertisements are not a recommend method. Be aware of scams.
- Visit the rental opportunity, or at a minimum request a variety of interior/exterior pictures. Skip over listings that do not include or provide pictures on request, especially if moving from out-of-town.
- Use online app such as google earth to review the area and neighborhood
- Look for clean, safe environments that have been maintained
- Look for cost-sharing opportunities (roommates)
- Be aware of how many bathrooms are available for the number of tenants in the rental property. As a guide:
  - Aim for one 3 or 4 piece bathroom for every 2 tenants, but
  - Up to 3 tenants, one 3 or 4 piece bathroom
  - 4 tenants, one 3 or 4 piece bathroom and at minimum a 2 piece bathroom
  - 5-6 tenants, two 3 or 4 piece bathrooms minimum
- If utilities (hydro, water, gas) are not provided ask for copies of the bills for the last 12 months to review
- Ask for references of previous tenants
- Be aware of responsibilities (grass cutting, shoveling driveway) or other basic maintenance and up-keep
- Ensure all amenities required are available (ex. Parking, high speed internet, cooking appliances, laundry, wi-fi, etc.)
- Ask questions and record answers such as:
  - Is the hot water tank a rental? If yes, there should be a service agreement in place for quick service
  - If no, does the landlord have a service contract in place to maintain and/or replace
  - If no, and no service contract is in place ask how old the hot water tank is
  - If more than 10 years, there may be a wait time to repair or replace older equipment
- Is there a sufficient source of hot water? What size is the hot water tank?
  - 50 us gallons required for 4 occupants - If less, be prepared for cold showers at times
- What is the heating type?
  - Forced air, hot water, electric convection heaters, electric baseboard
  - electric heating types are expensive to operate
- If forced air, is the furnace a rental?
  - If yes, there should be a service agreement in place for quick service
  - If no, does the landlord have a service contract in place to maintain and/or replace
  - If no, and no service contract in place ask how old the furnace is
  - If more than 10 years, there may a wait time to repair or replace older equipment
- How old is the building and is there a list of updates completed within the last 5 years?
  - Older buildings that have not had upgrades done within the last 5 years may indicate a neglectful landlord
  - If any of the upgrades were electrical, was the work completed by a licensed electrician under permit and was the work inspected by the ESA (electrical safety association)
- Is there a pest control program or the last time a pest control certificate was issued?
  - It is common in housing units to have pests with the increased traffic. Without a program or recent certificate, you should anticipate unwanted visitors
- Last time a review of the building was completed by the local fire department?
  - A proactive landlord will regularly be in contact with governing authorities to ensure their building is safe. Otherwise, buildings tend to become unsafe.