

RENTER'S CHECKLIST

- ___ Reviewed your options under rent set aside program?
- ___ Considered screening landlord/owner's public records before entering lease?
- ___ Foreclosure clause included? (May want to consider using a foreclosure clause to allow you to break the lease if the landlord goes into foreclosure).
- ___ Military clause included?
- ___ Considered a longer lease term (more than one year)? How long is your PCS tour at SOUTHCOM? Will moving mid tour be a big inconvenience/expense to you? Unless move is for 1) convenience of the government, 2) service health and sanitation standards, or 3) PCS orders. Mid tour moves for foreclosure or landlord's sale of the property are not paid by the government.
- ___ Considered what you will do if the landlord's management company wants to sell after you lease period ends? Again, mid tour move is at service member's expense the majority of the time.
- ___ Can you speak to previous renters of the property or individuals/families who have rented before from the landlord? Can you check other references that the landlord can provide?
- ___ Will you handle any renter's issues through a management company or work directly through telephoning the landlord?
- ___ Does the landlord live in S. Florida? Does the landlord live overseas? If you will pay rent through a management company, is the management company located in S. Florida?
- ___ If you must handle renters' issues through a management company, then what authority does the management company have to act on behalf of the landlord to remedy problems? If the management company must go-through the landlord on issues affecting renters, then will the landlord be easily accessible to the management company?
- ___ Is the property governed by a Home Owner's Association (HOA)? If so, does the HOA require a background investigation prior to move in? What is the total cost of the investigation? How long would it take, approximately, for the HOA to complete the investigation? What happens if I am rejected by the HOA?
- ___ What about property maintenance issues? Does a maintenance person live nearby?

- ___ Who do you call for emergencies or repairs? Is there someone on call at all times?
- ___ Are outlets and jacks available for both cable TV and telephone?
- ___ Has the residence been exterminated since previous tenants moved?
- ___ Does the residence have a security system?
- ___ Are hallways and/or exterior well lit? Is the street well lit?
- ___ What is the location of the nearest fire extinguisher?
- ___ Does the residence have smoke detectors?
- ___ Where is the nearest emergency exit?
- ___ Does the residence have adequate locks (dead bolts)?
- ___ What will you do if you lose your residence keys?
- ___ Are there laundry facilities in the residence? If not, are facilities nearby?
- ___ Is there adequate storage space?
- ___ How close are grocery and convenience stores? What about other shops, restaurants, entertainment, etc.?
- ___ How, where, and when do you dispose of recycling and trash?
- ___ Considered what your average electricity cost will be?
- ___ Who pays for water and/or trash? You or the landlord?
- ___ Are there adequate electrical outlets?
- ___ What constitutes a full refund of your security deposit?
- ___ Are pets allowed? If so, is there an additional charge?
- ___ Talk to other renters if possible.

INSPECTION OF RENTAL PROPERTY

Exterior

Sidewalks/Driveways/Lots/Lawns

- Unbroken pavement, grass and shrubs trimmed, no trash

Trash Area

- Containers adequate to building occupancy
- Clean; each can covered
- Screened if visible from street

Address

- Number visible and readable from street

Windows/Screens

- No broken glass
- Porch/stoop/doorway
- Clear access
- Stairs, treads, porch flooring, and railings intact and sturdy
- Sturdy exterior door with functioning lock
- Exterior of structure
- No missing bricks, blocks, siding, gutters, or downspouts
- No cracks in foundation wider than a quarter-inch
- Reasonable paint or finish
- Mailbox provided for each apartment
- Insect and rodent free

Entrance

Apartment Doors

- Fit, finish, and functional hardware (lock and latch)
- Fire-resistant doors required in multifamily buildings more than three stories

Hallway/Entryway/Stairway

- Clear passage (no storage or clutter)
- Lighted
- Handrail on stairs
- Carpet intact if provided

Living Area

Structural

- Walls/floor/ceiling
- No holes
- Reasonable finish/paint
- No leakage, dampness, or water spots

Windows

- Glass intact
- Opens and closes tightly; lockable

Sleeping Areas

- Minimum: 7'x 10' for one person
- Minimum: 10' x 10' for two people
- Must have window to exterior

Bathroom

- Toilet
 - Strong flush and refill
 - No leaks
- Sink
 - Hot and cold water
 - No leaks or drips
 - Drains quickly
- Tub and/or shower
 - Hot and cold water
 - No leaks or drips
 - Drains quickly
- Privacy
 - Door with functional hardware

Kitchen

- Sink

- Hot and cold water
 - No leaks or drips
 - Drains quickly
- Appliances
 - Electrical connections are voltage appropriate.

Utilities

Heating

- Working system and thermostat (65+ degrees during heating season)
 - Properly vented

Electrical

- 110-volt/60-amp/3-wire (grounded) service
- All outlets and switches work.
- At least two outlets in every room
- At least one grounded outlet in every bathroom and laundry room
- At least one light fixture in hallway, stairwell, bathroom, laundry, and furnace room