



Checklist for First Time Apartment Renters

Paperwork to have:

- ☐ Credit report
- ☐ References
- ☐ Proof of income

Questions to ask your potential landlord:

- ☐ How much is the rent?
- ☐ How much is the security deposit
- ☐ What utilities are included?
- ☐ How do I set up the utilities that I cover?
- ☐ What is the parking situation?
- ☐ What is the pet policy?
- ☐ What amenities are included?
- ☐ Is renters insurance required?
- ☐ What is the application process and what are the fees?
- ☐ What are the income and credit requirements?
- ☐ What are the lease length options?
- ☐ What is the lease renewal process?
- ☐ How do I submit a maintenance request?
- ☐ Do I need a cosigner?
- ☐ What is the guest policy?
- ☐ What are the quiet hours?
- ☐ What physical changes can I make to the unit?

What to look for when touring a potential unit:

- ☐ Make sure all windows open and close
- ☐ Check the faucets in kitchen and bathroom
- ☐ Look for any cracks in the ceiling or walls
- ☐ Check the quality and age of the appliances
- ☐ Look for any mold or mildew
- ☐ Check for the condition and cleanliness of common areas like the laundry room
- ☐ Take note of the noise within the complex
- ☐ Check that the apartment door has a working and secure lock system
- ☐ Check the functionality of thermostat and cooling system

Questions to ask a potential roommate:

- ☐ What is your work schedule?
- ☐ Do you plan to have visitors often?
- ☐ How would you like to split the cost of utilities?
- ☐ How often do you clean?
- ☐ Do you smoke?
- ☐ Do you have any pets?
- ☐ Do you have any food allergies?

Essentials to bring to your new apartment:**Living room:**

- ☐ Sofa
- ☐ Coffee table
- ☐ End tables
- ☐ TV and console table
- ☐ Curtains
- ☐ Rug
- ☐ Lamps
- ☐ Decor

Bedroom:

- ☐ Bed frame, box spring, and mattress
- ☐ Sheets
- ☐ Pillows
- ☐ Comforter and blankets
- ☐ Nightstand
- ☐ Curtains
- ☐ Dresser
- ☐ Hangers
- ☐ Laundry hamper
- ☐ Shoe rack
- ☐ Mirror

Bathroom:

- ☐ Toiletries
- ☐ Toiletpaper
- ☐ Towels
- ☐ Hand soap and dispenser
- ☐ Bathmat
- ☐ Shower curtain
- ☐ Shower caddy
- ☐ Trash bin
- ☐ Plunger
- ☐ Toilet brush

Kitchen and dining room:

- ☐ Kitchen/dining table and chairs
- ☐ Pots and pans
- ☐ Dish ware
- ☐ Drinking glasses
- ☐ Coffee mugs
- ☐ Coffee maker
- ☐ Utensils
- ☐ Oven mitts
- ☐ Dish rags
- ☐ Dish soap and sponges
- ☐ Baking trays
- ☐ Measuring cups
- ☐ Tupperware
- ☐ Dish drying rack
- ☐ Paper towels
- ☐ Paper towel holder
- ☐ Aluminum foil and saran wrap
- ☐ Trash bin and trash bags
- ☐ Miscellaneous appliances (blender, crockpot, mixer)

Miscellaneous household items:

- ☐ Vacuum
- ☐ Broom and dust pan
- ☐ Mop and bucket
- ☐ Household cleaners (glass cleaner, wood cleaner, floor cleaner)
- ☐ Extension cords
- ☐ Iron and ironing board
- ☐ Wifi router
- ☐ Desk and desk chair
- ☐ Air mattress for guests

Moving checklist:

- ☐ Boxes
- ☐ Storage bags
- ☐ Bubble wrap
- ☐ Box labels
- ☐ Dolly
- ☐ Furniture blankets
- ☐ Mattress cover
- ☐ Packing tape

Move in cleaning:

- ☐ Wipe windows and mirrors clean
- ☐ Clean out the cabinets and drawers
- ☐ Give the toilet a thorough clean
- ☐ Scrub the tub and shower
- ☐ Sweep and mop the floors
- ☐ Dust the ceiling fans
- ☐ Clean and disinfect the appliances
- ☐ Wipe down and disinfect the countertops

Utilities to set up:

- ☐ Cable and internet
- ☐ Electric
- ☐ Gas