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
☐ Toilet paper
☐ Towels
☐ Hand soap and dispenser
☐ Bath mat
☐ Shower curtain
☐ Shower caddy
☐ Trash bin
☐ Plunger
☐ Toilet brush

Kitchen and dining room:

☐ Kitchen/dining table and chairs
☐ Pots and pans
☐ Dishware
☐ 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