



## HOUSING CHECKLIST



### **Keys collected?**

*does everyone has their set of keys?*



### **Inventory complete?**

*with as much detail as possible.*



### **Lots of photos taken?**

*keep them safe for when it's time to move.*



### **Contact details?**

*save your landlords info in case of repairs/maintenance.*



### **Noted meter readings?**

*take pictures too, cover your back.*



### **TV Licensed?**

*watching live tv or any bbc? Make sure you're covered.*



### **Contents Insurance?**

*the house is covered, but what about your stuff? Keep it safe.*



### **Council Tax Exemption?**

*you can get your form from the student gateway.*



### **Are you safe?**

*smoke alarms, carbon monoxide detectors, fire equipment. Does it all work, do you know where they are?*



### **Located the main fuse box and water valve?**



### **Highlighted repairs?**

*ask for written confirmation they will be fixed.*



### **Know your bin day?**

*which bin?, what day?, how often?*



### **Copy of Gas/ Electricity safety certificate?**

*it's a legal requirement for your landlord to provide this.*



### **Copy of your tenancy agreement?**

*it's essential to have this in case anything goes wrong.*



### **Met your neighbours?**

*introduce yourself. Makes your home a safer and more pleasant place.*