

A CHECKLIST FOR TENANTS

THE RENTAL UNIT

- Is there a storage place for extra belongings such as bikes, luggage, etc.? Who has access to this place?
- Where is the closest bus stop?
- Is the rental space close to services that are used regularly? (groceries, bank, fitness)
- Is the rental unit clean? Who shovels the snow and cuts the grass? Who supplies the equipment (shovels, lawn mower)?
- Where can vehicles be parked? Is there good lighting outside and in the parking lot?
- How quiet or noisy is the rental unit during the evening for studying or sleeping?
- Are there laundry facilities? Is there a schedule for use? Is there a cost? Where is the closest laundromat?
- Does the building have Internet service or can it be installed?

FINANCES

- How much is the rent?
- Is a security deposit required? What is the amount?
- Does the rent include heat, water, electricity, cable or Internet?
- Will utility hook-up charges be extra? (For more information refer to the publication “Electricity and Natural Gas Contracts” at <http://www.servicealberta.ca/ConsumerTipsheets.cfm>.)
- Will parking cost extra? What is the amount?
- Who has to pay for repairs—big ones and small ones?

AVOID ROOMMATE MISUNDERSTANDINGS

- Who will sign the residential tenancy agreement? It's best that all parties be named on the tenancy agreement.
- What will happen if one person needs to move out before the end of the tenancy?
- How will costs be shared and bills paid?
- How will problems be resolved?

QUESTIONS AND CONSIDERATIONS

- Is the residential tenancy agreement for a fixed amount of time or month-to-month?
- When and where will the rent be paid? What happens if it is late? Receipts are recommended for any payments.
- Who do you contact if there is a problem?
- Have you arranged for tenant insurance?
- Are sublets okay? What about a roommate?
- Are pets allowed? Is a deposit required?
- Is smoking allowed?
- How long can guests stay?
- Am I able to decorate my unit? What is the policy about push pins and nail holes in the walls?
- When and where are notices delivered when it's time to move out?
- When will the inspection report be done?
- Keep copies of all your tenancy documents, including the tenancy agreement, inspection report, and receipts.