



Home viewing checklist

This checklist will help you when you view potential properties to exchange with. The list isn't exhaustive, but it will give you some questions to consider before you decide if the property is right for you.

Your Name (s):	
Your Address:	
Address of property viewing:	

	Yes	No
Have you visited the property more than once and at different times of day?		
Have you taken photos of each room? Please ask permission first.		
Have you planned any questions you would like to ask the tenant?		
Have you checked that you can afford the services? Council Tax, Water Bills, Gas Bills, Electric Bills. Different areas can be more expensive.		
Have you agreed on what items are being left behind e.g. carpets, curtains, internal doors (please check what would be your responsibility to maintain)		

Safety and security	Yes	No
Have repair issues been reported?		
Are all plug sockets free from damage?		
Do you feel there are enough plug sockets in each room? Yorkshire Housing will not install extra sockets.		
Are there locks on the windows? Yorkshire Housing do not always provide internal locks or replacement keys.		
Are there suitable locks on the front and back door? Yorkshire Housing do not carry out lock changes after you move in.		

External issues	Yes	No
Have repair issues been reported?		
Is there any broken guttering?		
Any noticeable slipped or broken roof tiles?		
Are the window frames free from rot?		
Are there any broken windows?		
Are the windows double or single glazed? Single glazed windows can make your energy bills higher.		
Are there any cracked or crumbling walls?		
Are there any changes in the garden level - steep steps or damaged paths and steps?		
Are there communal areas, are they kept clean and tidy?		
Are the outside areas secure?		
Are there holes or missing fence panels?		
What day is the rubbish collected?		
Is there a wheelie bin for the rubbish or a communal bin store?		

Internal features	Yes	No
What repairs are you responsible for?		
Is the cooker fitting suitable for your cooker - gas / electric. Yorkshire Housing will not install an alternative fitting.		
Are there enough bedrooms? We can not allow a home to be over occupied.		
Do any rooms need decorating? Removing pictures and posters can damage walls. Please note you will not be entitled to a decoration allowance, decorating is your own responsibility.		
How is the property heated?		
Are there any signs of damp, mould or condensation?		
Do all the windows open and close easily?		
Is the property clean and tidy?		
Do all the windows above the ground floor have opening restrictors on them, this is important if you have children. Yorkshire Housing do not provide these, but they can be purchased from hardware stores.		
Do the stairs appear safe and with secure handrails?		
Is the sink secure, clean and has no leaks from pipes beneath it?		
Is the toilet in good working order? Example no leaks, good flush		
Are there extractor fans? If so do they work?		
Is there any loft space? Are the items in the loft being removed before the exchange?		
Do you know where the aerial points are in the property?		
Are the carpets in good condition and are they being left?		
Are there any aids and adaptations?		

<p>Are the aids and adaptations in the property suitable for your needs? Please note if adaptations do not meet your needs you may be refused permission. If you think you will need to use aids or adaptations such as lifts or stair lifts, you will need to provide us with an occupational assessment from an occupational therapist that supports this as you will be liable for any costs for servicing of any equipment.</p>		
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Location and Transport	Yes	No
Is it close to your place of work?		
Are there shops close by?		
Is the property on a bus or train route?		
Are there any parking spaces provided with the property?		
Where is the closest doctors?		
Are there schools near by that fit your needs?		
Is the area well lit?		