

# Accommodation Check List

When visiting a potential property to live in it is important to note if the property has a number of internal and external safety and practical features so you can have a safe and enjoyable time in your new house.

Below is a list of points to look out for when viewing the property. Check off which points the house has so you can compare the different houses you view. Please note that you will not be able to check off all the points on the list for each property as they are all different, this does not mean they are bad properties it is just worth bearing the points in mind.

## External Features:

	House 1	House 2	House 3
Are there any slipped or broken tiles / pavements?			
Is there any rotten timber, especially around the window frames and doors?			
Is any guttering broken?			
Are any of the external walls crumbling or cracked?			
Is there adequate storage space for rubbish?			
Has the property got a yard or garden; who is responsible for the maintenance of this?			

## General Condition & Suitability

	House 1	House 2	House 3
Is the house size adequate for the number of people expected to live in it?			
Is the heating equipment suitable for the size of house?			
Is the heating in good working order?			
Is the heating going to be expensive to run?			
Is the heating system safe, have you seen a CORGI certificate?			
Do all the windows open, providing good ventilation?			
Are there extractor fans in the Kitchen & Bathroom? (Poor ventilation can lead to condensation)			
Are all the soft furnishings suitable (Curtains, Sofa's, furniture etc)?			
Does all the furniture comply with the 1988 fire regulations?			
<b>Note all faults and keep a record (inventory), send a copy to your landlord, so you can't be charged at a later date, take photographs as proof.</b>			

## Bathroom and Toilet Facilities

	House 1	House 2	House 3
Are there enough facilities for the number of people expected live in the property? There should be a minimum of one bathroom to five people.			
Is the bathroom clean and in good working order?			
Do any of the taps drip?			
Is there a plug for each sink outlet?			

## Kitchen

	House 1	House 2	House 3
Is the kitchen big enough for the number expected to cook and store food in it?			

Is there a microwave and washing machine included in the contract?			
Are any pots, pans and utensils provided?			

### Living / Communal Areas

	House 1	House2	House 3
Is there an adequate heating source in the rooms?			
Are the soft furnishings adequate?			
Is the carpet in good condition and chairs securely fixed?			

### Fire Safety

	House 1	House 2	House 3
As a minimum halls and landings should have regularly tested single point smoke detectors, are these in situ?			
In larger properties you should be looking for fire doors and hardwired smoke/heat detectors fitted in all rooms. Are these in situ?			

### Gas Safety

	House 1	House 2	House 3
Have you seen a copy of a CORGI certificate?			

### Security

	House 1	House 2	House 3
Are all door and window fittings securely fitted and do the keys turn easily in the locks?			
Do you know how to operate the alarm system if the property has one fitted?			

### Common Sense

It makes good sense to make sure doors and windows are closed and locked when you leave the building. If you are in a large building you may not know if someone comes in the front or back door, so take precautions. You are responsible for the safety of yourself and your belongings. Don't make life easy for a thief.

**For further information about staying safe either contact Student Services on [studentservices@glos.ac.uk](mailto:studentservices@glos.ac.uk) or your Students' Union at [www.yourstudentsunion.com](http://www.yourstudentsunion.com)**

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