

# 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	

<b>General</b>	<b>Yes</b>	<b>No</b>
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 things? Rent, Council Tax, water bills, gas bills, electric bills. Different properties and areas can be more expensive.		
Do you know who the current utility supplier is for the property?		
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).		

<b>Safety and Security</b>	<b>Yes</b>	<b>No</b>
Have repair issues been reported?		
Are all plug sockets free from damage?		
Do you feel there are enough plug sockets in each room? FCHO will not install extra sockets.		
Are window locks present and working? *Please note - window lock keys may not always be provided*		
Are there suitable locks on the front and back door? FCHO do not carry out lock changes after you move in.		

<b>External Issues</b>	<b>Yes</b>	<b>No</b>
Have repair issues been reported?		
Is there any broken guttering?		
Any noticeable slipped or broken roof tiles?		
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 paths or steps you may find difficult to manage safely?		
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?		

<b>Internal Features</b>	<b>Yes</b>	<b>No</b>
Check what repairs you are responsible for? ( <a href="#">check here for more information on FCHO customer repairs responsibilities</a> )		
Is the cooker fitting suitable for your cooker - gas / electric. FCHO will not install an alternative fitting.		
Are there enough bedrooms? FCHO cannot allow a home to be over or under occupied.		
Do any rooms need decorating? Removing pictures and posters can damage walls. <i>Please note you will not be entitled to a decoration allowance, decorating is your own responsibility.</i>		
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 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?		
Are the aids and adaptations in the property suitable for your needs? <b>*Please note</b> 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 wet rooms, lifts or stair lifts, you will need to provide us with an assessment from an Occupational Therapist that supports this*		

<b>Location and Transport</b>	<b>Yes</b>	<b>No</b>
Is it close to your support network or 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?		
Do you know where the closest doctors are?		
Are there schools nearby that fit your needs?		
Is the area well lit?		