



**CLIENT DETAILS**

Name: \_\_\_\_\_

Monthly Income: \_\_\_\_\_

Unit Preferences: \_\_\_\_\_

**CONTACT DETAILS OF SUPERINTENDENT**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

On-site Office:  YES  NO Live on Site? Unit # \_\_\_\_\_

**BUILDING AND UNIT DETAILS**

Street Address: \_\_\_\_\_

Closest Intersection: \_\_\_\_\_

Property Management Company: \_\_\_\_\_

# of Storeys: \_\_\_\_\_

# of Unit Being Viewed: \_\_\_\_\_

Rental amount: \_\_\_\_\_

Utilities Included:

YES  NO (if NO monthly utility estimate: \_\_\_\_\_)

Damage deposit required:

YES (if YES, \$ \_\_\_\_\_)  NO

Renter insurance required:

YES (if YES, \$ \_\_\_\_\_)  NO

**TOTAL MONTHLY RENTAL EXPENSE: \$ \_\_\_\_\_**



Is the apartment furnished or unfurnished? If furnished, comments on the state of the furnishings

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**Rating System:** 1=poor; 2=needs improvement; 3=good; 4=very good; 5=excellent

Building or Unit Element	Rating	Comments
Entrance to Apartment Building: lock, walls, door, ceiling, lighting, cleanliness		
Buzzer System		
Mail Room		
Laundry Room		
Door to Apartment Unit		
Lock to Apartment Unit		
Closet doors		
Closet rail for hangers		
Closet lighting		
Light switches		
Electricity receptacles		
<b>Bathroom</b>		
Shower/tub		
Sink		
Bathroom hot water		
Bathroom cold water		
Toilet		
Bathroom Tiles		
Bathroom Flooring		
Bathroom Mirror		
Bathroom Walls		
Bathroom Ceiling		
Bathroom Lighting		



Building or Unit Element	Rating	Comments
<b>Kitchen</b>		
Kitchen Counters		
Kitchen Drawers		
Kitchen Cupboards		
Kitchen Walls		
Kitchen Flooring		
Kitchen Ceiling		
Kitchen Lighting		
Kitchen Tiles		
Kitchen Sink		
Stove/Hot plate		
Refrigerator		
<b>Bedroom</b>		
Bedroom Walls		
Bedroom Ceiling		
Bedroom Flooring		
Bedroom Lighting		
<b>Living Room</b>		
Living Area Walls		
Living Area Ceiling		
Living Area Flooring		
Living Area Lighting		
<b>Other</b>		
Outdoor Space (including Balcony)		
Smoke Detector/ Sprinklers		
Fire Escape		
Stairs		
Elevator		
No sign of Pests		
Overall Cleanliness		



**BUILDING—SUMMARY COMMENTS:**

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**UNIT—SUMMARY COMMENTS:**

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