

# Viewing Information Sheet

Use when viewing properties

<b>Date and Time of Viewing:</b>
<b>Address of Property:</b>
<b>Landlord Contact Details:</b>

<b>Tenancy</b>
What are the start and end dates of the contract?
Does the contract have a break clause? This would only apply if your entire group wished to leave the property. What is the notice period?
Has the landlord got an Energy Performance Certificate?
Has the landlord signed up to and advised you of the tenancy deposit protection (TDP)? Please visit <a href="http://www.tenancydeposit.gov.uk">www.tenancydeposit.gov.uk</a> for full details of this legal requirement.

<b>Finance</b>
How much is the rent for the property? Per Week? Per Month?
How much is the deposit for the property?
Who pays the water rates? (You or the Landlord)
Be aware that booking/holding fees are generally non refundable. When handing over any amount of money to the landlord please insist on a receipt.
Do not hand any money over to the landlord at viewing unless the whole group is <b>ABSOLUTELY</b> certain that you all want the property & have viewed a copy of the contract.

<b>Safety</b>
Does the Landlord have a current Gas Safety Certificate? Insist on seeing the current certificate.
If the property is three or more storeys with five or more bedrooms, this property will require an HMO licence. Please insist on seeing the HMO licence for property. If you have any concerns you can discuss the property with the Local Authority.
Are the smoke alarms in good working order and is there a fire blanket?
Is there an escape route in the event of a fire?
Ask if the property has had an electrical test, ask to see NICEIC certificate. It is not a legal requirement for the landlord to carry this out. However check electrical equipment is in good working order eg. no frayed cables.
Check furniture for fire safety kite marks. Find details at Trading standards- <a href="http://www.tradingstandards.gov.uk">www.tradingstandards.gov.uk</a>

<b>Property</b>
What type of heating is in the property? What are the average bills?
What furnishings and appliances come with the property? Do the current tenants own any of the furniture/ appliances? Are they leaving them in the property?
Check for damp and mould in the property. Any concerns can be brought to the attention of the Landlord.

