Renting Off-Campus: Step-by-Step
Brought to you by The Office of Commuter Student Services and Off-Campus Living
(631) 632-7353  SAC 225

❑ First Ask Yourself:
  ❑ How much can I afford per month for rent?
  ❑ What is in my budget (loans, job earnings, parental support)?
  ❑ Do I want a roommate(s)?
  ❑ How far am I willing to commute?
  ❑ What type of transportation will I require?
  ❑ What type of neighborhood would I like?

❑ Shop the Market:
  ❑ It is recommended that you begin your search three to four months in advance.
  ❑ Search through our legal Rental Listings and Apartment Complexes.
  ❑ Ask yourself the following questions while looking through rental options:
    ❑ Is the rental furnished or unfurnished?
    ❑ Are utilities included or excluded?
    ❑ How will I commute? (car, bus, train)
    ❑ What is the parking situation (if applicable)?
    ❑ Who will be responsible for damages? Repairs? Landscaping?

❑ Visit the Property:
  ❑ Conduct a full inspection of the property for safety using a copy of the Renter's Checklist.

❑ Meet with Roommate(s) and Set Terms:
  ❑ Complete the list of suggested Questions to Ask a Prospective Roommate.

❑ Review, then Sign Lease:
  ❑ See Lease 101 to fully understand what a lease should include
  ❑ Only sign the lease once both parties, prospective tenant and prospective landlord, understand
    and have agreed to its terms.
  ❑ Do not be afraid to ask questions or propose changes.
  ❑ Get a keep a copy of the lease.

❑ Transfer Accounts to Your Name:
  ❑ Electric, PSEG: (631) 755-6000
  ❑ Gas, National Grid: (800) 930-5003
  ❑ Trash, Water, Internet
  ❑ Your official address (NY State DMV and the US Post Office)

❑ Move In:
  ❑ Will you use moving services? Will you rent a UHaul?
  ❑ Do you need to purchase furniture? Will you need to schedule deliveries?

❑ Document the Condition of the Rental:
  ❑ Complete the Inventory Checklist to avoid being charged for pre-existing wear and tear.