

OFF-CAMPUS HOUSING WORKSHEET

We highly recommend filling out our off-campus housing worksheet before you start your moving process. It will assist in making your moving process easier and ideally help you to narrow down your housing options. This worksheet is designed for you to print it out, fill it out, and use as a hands on guide. ***At no point does this worksheet have to be handed in to any office at Sarah Lawrence College. It is solely for your benefit and completely optional. Nonetheless we hope you take the time in filling it out.***

BUDGET

Do you have a financial plan to pay for rent? yes no

What is the maximum you are willing to pay for rent? \$_____

What is the minimum you are willing to pay for rent ? \$_____

Will you need a roommate(s)? yes no

If Yes have you decided on a roommate(s) ? yes no

If, no but you would like one please visit the classified section on my.sl.c.

Yes, _____ has decided to be my roommate.

Have you set money aside for a security deposit? yes no

Please list the amount you have saved up for your *security deposit?

PLEASE, LIST MONTH FINANCIAL OBLIGATIONS

Ex: Monthly expenses:	Cost:	Monthly expenses:	Cost:
Groceries	\$200	_____	\$ _____
Phone Bill	\$120	_____	\$ _____
Car insurance	\$200	_____	\$ _____
Bus pass/ train pass	\$80	_____	\$ _____
Cable/Wi-Fi	\$90	_____	\$ _____
Laundry	\$20	_____	\$ _____
*Renters Insurance	\$30	_____	\$ _____

LEGAL

How long of a *lease are you willing to sign:

- Month to month
- 6 months
- 10 months
- 12 months

If you have roommate, have they committed to the time length of the lease? yes no

Tips for signing a lease:

Please, make sure you are aware of what you are signing. Read thoroughly

Check to see if your lease has a cancellation fee.

Please keep in mind a school year is from September to May.

If you have a roommate, make sure you and your roommate both sign the lease and both agree to all of it's terms and stipulations.

CONVENIENCE

Please indicate the maximum distance you are willing to travel to campus:

- 2 miles
- 5 miles
- 7 miles
- other _____

If you do not have a car, does the area you are thinking of moving to have public transportation? yes no

If no, what is your back-up plan:

- bike
- train
- bus
- carpool

other:

What do you prefer:

- *Live in supervisor/ Building Manager
- Parking access
- Laundry Access in the building
- Pets Allowed
- Air conditioning
- Wi-Fi/ Cable
- Utilities included (heat/gas/trash/electric)

Keep in mind:

A *pet deposit might be required for pets.

You may be charged for guaranteed parking.

Will you be in the proximity of a laundry mat, grocery store, bank, train station, restaurants, etc

Terms that might be new to you:

Live in Super:

a building superintendent or building supervisor (often shortened to super) is a term used in the United States and Canada to refer to a manager responsible for repair and maintenance in a residential building. They are the first point of contact for residents of the building.

Lease:

a contract by which one party conveys land, property, services, etc., to another for a specified time, usually in return for a periodic payment.

Renters Insurance:

property insurance that provides coverage for a policyholder's belongings, liabilities and possibly living expenses in case of a loss event. Renter's insurance is available to persons renting or subletting a single family home, apartment, duplex, condo, studio, loft or town-home.

Security Deposit:

a deposit of money to the landlord to ensure that rent will be paid and other responsibilities of the lease performed (e.g., paying for damage caused by the tenant). The laws surrounding these deposits vary from state to state; this is a general overview. Security Deposit or Last Month's Rent.

Pet Deposit:

an additional security deposit to cover any damage caused by a pet. If a tenant causes damage (and it is NOT due to the pet), landlords generally cannot withhold the pet deposit and apply it to the damage. In some states, a pet deposit is a specified allowable amount over the maximum security deposit.