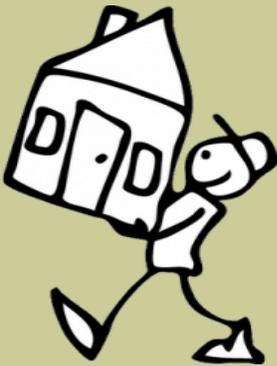


# Off-Campus Housing Guide

## **In This Brochure:**

- How to Find a Rental
- Terms to be Familiar With When Renting
- Rental Checklist
- Fire Safety Check
- Becoming Part of a Neighborhood
- Resources in the Area



## Welcome!

Welcome from East Georgia State College Department of Housing and Residence Life! Whether you are living on campus or off, Residence Life is here to help. This guide will help guide you through the process of securing off-campus housing, whether it be in Swainsboro, Statesboro, or Augusta!

# How Do I Find a Place?

Finding a place to rent is not as difficult as you may think! There are many resources that can help you find that perfect place. Before settling for a rental, search all available resources to ensure you are getting the most bang for your buck! Below are resources to consider when looking for a rental.

Newspapers are a great resource for finding rentals in your area. Many renters advertise in the newspaper for the high volume of readers. Below are the major newspapers for EGSC's three sites.

Swainsboro—The Forest Blade

Statesboro—The Statesboro Herald

Augusta—Augusta Chronicle

Websites are another great resource. Many websites are dedicated to renters. Below are just a few\*:

The Apartment Finder: <http://www.apartmentfinder.com>

Craigslist: <http://craigslist.org>

Apartment Guide: <http://www.apartmentguide.com>

ApartmentList.com: <http://www.apartmentlist.com>

\*These websites are simply suggestions. The Office of Housing and Residence Life isn't affiliated with these websites in any way.

# Terms to be Familiar With When Renting

## **Landlord**

The owner of property (such as houses, rooms, or apartments) that is rented out to another.

## **Lease**

A contract whereby the landlord grants the tenant the right to occupy a defined space for a set period at a specific price.

## **Rent**

The amount charged by the landlord for the right to occupy a defined space, usually stated as monthly rate.

## **Security Deposit**

A rental tenant will put down a security deposit (usually on month's rent) on an apartment so that the owner of the apartment has security against any potential damages to the apartment. At the end of the lease term, the landlord will take the cost of any damages caused by the tenant out of the security deposit before returning it.

## **Subleasing or Subletting**

The leasing of space from one tenant to another tenant. (For example, moving out and having someone else live in your apartment and take over the responsibilities of your lease)

## **Amenities**

The "extra" features and services offered by an apartment community. Amenities may include things like on-site laundry facilities, a fitness center, a swimming pool, a free bus pass, etc.

## **Utilities**

This can include electricity, natural gas, water, trash pick-up, cable, Internet, etc. "Utilities included" means that the rent will cover some utilities (check which ones). "Utilities not included" means that you will have to pay these fees separately.

# Rental Checklist

## *The outside*

- Does the outside of the property appear to be in good condition?
- Does the property seem secure? Are external doors secure? Is there an entry-phone system and burglar alarm?
- Is there a garden? Who is responsible for the maintenance of the garden?
- What is the area like? Are your preferred amenities and transport links within easy reach?
- Are there any potential nuisances?
- What are the neighbors like?
- Has the property ever been burgled or damaged?
- Are the locks of good quality and secure?
- 

## *The inside*

- Is it in good condition? Are there signs of damp, flaking paint or infestations of any kind?
- Do repairs need to be carried out? Are there any broken items of furniture?
- Is there central heating? Do all the radiators function properly?
- Is it properly insulated? Is there double glazing?
- Is there enough storage space for your belongings?
- Is there any sign of dodgy wiring, loose wires or faulty plugs or lights?
- Do kitchen appliances such as washing machines/dishwashers work?
- Are there enough kitchen cupboards and work surfaces?
- Are pots, pans and kitchen equipment in good enough condition to use?
- Are the bedrooms adequately heated? Are there curtains?
- Check the bathroom(s) and make sure taps are not leaking. Does the shower work properly?
- Are the sealants around the bath and shower intact?
- Are you allowed to change the decoration in the property?
- Are there enough electrical and telephone points and are they in the right places for your needs?
- Does it have broadband or wi-fi?

# Rental Checklist (cont.)

## ***Safety checks***

- Have all appliances had safety checks (PAT tested)? Is the paperwork available to view?
- Do the downstairs windows (if any) have locks?
- Is there a burglar alarm?
- Is there a safety blanket and fire extinguisher in the kitchen (required by law)?
- Is there a Landlord's Gas Safety Record available to view?
- Do the furnishings comply with the latest fire safety regulations (1989 Fire and Furniture Regulations)?
- Are there carbon monoxide detectors present?
- Are there enough smoke alarms? Do they work?
- Is there an easy means of escape in the event of a fire?

## ***Financial considerations***

- How much is the rent and what is included?
- What other bills are there and what are you liable to pay for?
- How much of a deposit is required? What are the conditions for the landlord deducting money from the deposit?
- What are the estimated running costs of the property?
- Can you comfortably afford the rent on top of the deposit and running costs?

## ***General considerations if you decide to proceed***

- If anything needs to be repaired, you will have to ask the landlord in writing
- If the landlord agrees to make repairs, get it in writing
- Double-check the inventory before you move in
- Get a copy of the tenancy agreement and make sure you fully understand it
- Get (and keep) your own signed copy of the tenancy agreement
- Can you ask previous tenants about their experience of the landlord and the property?
- Check and note all meter readings on the day you move in.

# Fire Safety

## Give Your Home a Fire Safety Check-Up

Don't let preventable causes send your home up in smoke. Conduct a fire safety check-up as part of your family's annual home maintenance routine. If you can check off every item on the following list, you have minimized the most common sources of an accidental fire in the home.

For additional information on any of these or other fire safety and prevention topics, contact the **Richmond Heights Fire Department's Administrative Office** at (314) 645-8800.

- Remove old papers, oily rags, magazines and old furniture from your basement, attic and garage? If they catch fire, flames could spread rapidly.
- Keep gasoline and other flammable liquids stored in safety cans and away from the house.
- Keep lawn mowers and all other gas-powered machines empty while stored.
- Keep space heaters out of household traffic paths and away from curtains and furniture.
- Be sure all appliances and cords are marked by the Underwriters Laboratory (UL), which means the appliance or extension cord has been checked for safety.
- Be sure there is at least one ABC dry chemical fire extinguisher in your home — and know how to use it. Have it re-charged after each use.
- Keep matches away from heaters, stoves and sources of heat to prevent accidental igniting.
- Do not allow electrical cords or extension cords to run under rugs, on hooks or through doorways. Cords can easily be damaged and cause a fire.
- Be sure walls and ceilings are properly protected from sources of heat,



- Keep your stove, oven, broiler and microwave clean and free from grease.
  - Keep curtains near stoves tied down so they won't blow near a flame or heat while you are cooking.
  - Check all electrical cords for broken plugs or damaged insulation. Repair or replace where needed.
  - If there is a fuse box in your home, be sure to use the correct size fuses to prevent overheating the wires.
  - Be sure the chimney is inspected and cleaned each year. Chimneys can build up creosote — a hard black substance that can cause a chimney fire.
  - Be sure smoke detectors are installed next to all sleeping areas, at the top of stairways, and in the basement.
  - Test your smoke detectors every other week or so to ensure that they are always in working order. The Richmond Heights Fire Department
- twice each year — once when Daylight Saving Time begins and again when Daylight Saving Time comes to an end.
- Be sure there is plenty of room for ventilation around your TV set(s), stereos, radios, microwave ovens and other electrical appliances to prevent overheating.
  - Have fire escape ladders handy near the windows of upstairs bedrooms and/or hallways. They can be purchased at hardware and department stores.
  - Prepare a home escape plan for your home — then practice it several times a year with your family.
  - Check to see that your home's electrical outlets are not overloaded.
  - Clean up fallen branches or limbs and other rubbish that may have accumulated on your property.
  - In the fall, be sure no leaf piles are raked into the street. If a recently driven car parks atop a leaf pile,

# Becoming Part of a Neighborhood

## Get to know your neighbors

Your neighborhood may be a mix of people with different backgrounds, beliefs, and priorities. You may have working families, children, elderly, and fellow students like yourself living in your neighborhood.

Make yourself visible and introduce yourself to your neighbors. Not only will you get to know one another a little bit better, but you'll be helping to create a safer, friendlier environment.

As far as respecting your neighbors is concerned, keep in mind that many of them need their sleep for work and/or school the next day, so be sure to keep the noise in your own apartment down it after hours. Remember, you must give respect in order to get it in return, so if try to be aware of the needs of those that surround you and your apartment, you can expect the same in return.

## Participate in your community

Check out what's happening in your neighborhood and drop in on community meetings or special events. While you don't necessarily need to get actively involved with any of them -- especially if you don't have time -- an occasional, casual drop-in with a pleasant attitude goes a long way in reinforcing positive community values. It also helps develop a positive rapport between students in general and the broader community.



# Resources in the Area

## Swainsboro

City of Swainsboro [website](#)

Swainsboro Chamber of  
Commerce [website](#)

## Statesboro

● City of Statesboro [website](#)

● Statesboro Chamber of  
● Commerce [website](#)

## Augusta

City of Augusta [website](#)

[Augusta Chamber of  
Commerce website](#)