

Apartment energy viewing checklist

Bring one copy per apartment. Check each box when discussed; write "unknown" when an answer is missing.

Apartment / reference: _____

Viewing date: _____ Contact / role: _____

01 Bills and responsibility

☐ Which costs are outside rent: electricity, heating, hot water or laundry?

☐ Individual account, submeter or shared charges? Ask for the written basis.

☐ Which utility and tariff apply? Who confirms the arrangement?

02 Equipment, fit and comfort

☐ Who controls heating and cooling? Record equipment and model details.

☐ Can you install an AC or shades? Record fit, permission and extra costs.

☐ Who handles maintenance? Note concerns and the person following up.

03 Evidence to follow up

Ask whether a usage summary is available. Record its dates, billed days, occupancy, heating fuel and whether readings were actual or estimated.

Evidence / unresolved question: _____

Observe accessible areas only. Do not move appliances or open covers. A viewing does not establish year-round comfort or diagnose building faults.

Apartment energy viewing checklist

Compare the same costs for each home. Keep unconfirmed amounts visible and one-time purchases separate.

Apartment / reference: _____

04 Monthly costs - USD

Enter an amount, "included" or "unknown" in every row. Do not treat a blank or an unknown as zero. Record what supports each amount.

Monthly item	USD / status	Evidence / assumptions
Rent		
Electricity		
Heating fuel		
Hot water / water		
Laundry / other recurring costs		
Confirmed subtotal (incomplete if unknowns remain)		

Avoid double counting: a whole-home electricity estimate may already include electric heating, hot water and appliances. State exclusions beside the subtotal.

05 One-time purchases and unresolved costs

Equipment / installation / other: _____

Amount or range and evidence: _____

06 Before deciding

Most important question: _____

Who will confirm it, and when? _____

Keep this worksheet private. Confirm the arrangement in the rental documents. These are comparison prompts, not a statement of what a landlord must provide or a guarantee of future bills.