

Moving into your new home



Get in touch
leedsfed.com
0113 386 1000

Leeds 
Federated

**We want to provide
you with a house that
you can call home.**

Before you move
in, we check it is in
good condition and
meets the following
standards...

Our 11 point checklist.

Read on to find out what you can expect from us when your tenancy starts.



1. Cleaning

Your home will be clean enough for you to move in.

- It will be swept throughout and floor coverings mopped
- Bathroom fittings (e.g. WC, basin, bath, etc) and wall tiles washed down and disinfected
- Your kitchen (including work surfaces, cupboards, tiles and fixed appliances) will be washed down, degreased and disinfected
- All interior woodwork (doors, door frames, window sills, skirting boards) washed down.



The property should be free from:

- Odour and mould
- Infestation from animals and insects
- Rubbish and graffiti.



2. Gas & central heating

When the property is empty the gas supply is switched off for safety reasons. Once you have arranged a gas and electricity supplier we will send an engineer to:

- Reconnect (uncap) your supply
- Carry out a full gas safety test
- Show you how to operate your central heating controls.



3. Doors

- The main lock will be changed on external doors and you will be given the keys
- Internal doors and frames will be free from damage.



4. Bathroom



- Your bathroom will be in full working order and have floor coverings
- We will replace the toilet seat.



5. Kitchen

- It will have a sink with splash back tiles, work tops, kitchen cupboards and floor coverings
- We will provide plumbing and standard spaces for a cooker, washing machine and fridge/freezer.

To report a repair visit
www.leedsfed.com
 or call **0113 386 1000**
 (choose option 2)



6. Electrics

A full electrical safety test will take place and we may need access to your property when your energy supply is switched on.

- Any unsafe wiring or appliances will be repaired or removed
- All light fittings, switches, sockets and appliances provided (e.g. extractor fans and heaters) will meet current regulations.



7. Smoke detectors



- Smoke detectors will be fitted on every floor and we will test them to ensure they work.



8. Windows & glazing

- All opening windows will be in good working order, with the glazing intact. (If metal security sheets were fitted further work may be needed after they are removed)
- Window restrictors will be fitted above ground floor level where possible, with an easy release catch for means of escape in an emergency
- Window keys will be provided for lockable window handles where possible.



9. Walls, floors & ceilings

- These will be visually checked for damp/mould and treated if necessary
- All floors will be in a good state of repair.



10. Decoration



- The walls/woodwork will be prepared ready for you to decorate.



11. Outside your home

- Your yard or garden and any sheds or outbuildings will be tidy and free from rubbish
- Gates, fences, walls and paths will be in satisfactory condition
- Roofs, guttering and downpipes will be visually checked and repaired if necessary.
- Other brickwork, such as chimneys, will be in a safe condition
- Grass will be cut depending on the season, lawns will be free from damage and hedges/shrubs trimmed if required.

Over to you

Here is a useful checklist of what you need to do when you move in.

The important bits...

■ Gas & Electricity

Find a gas and electricity supplier so that we can switch on your supply.

■ Cooker, washing machine and fridge/freezer

Get your cooker, washing machine and fridge/freezer connected by a qualified individual. (Gas cookers must be connected by a Gas Safe engineer).

You are also responsible for...

■ Decorating your new home

We may provide decorating vouchers depending on the property's current standard of décor.

■ Looking after your keys

If you lose them you will have to pay for a replacement.

■ Allowing access

We need access for an annual gas safety test. This is a legal requirement.

■ Smoke Alarm

Please test your smoke alarm regularly.

■ Garden

Please keep your garden clean and tidy.

Improving our homes

Leeds Fed has a planned home improvement programme which replaces or upgrades items such as kitchens, bathrooms, windows doors and heating systems.

If your home is due for an upgrade, the Leeds Fed team will get in touch with you.

For more information, call **0113 386 1000** or email **hello@leedsfed.com**



**Leeds Federated Housing
Association Ltd.**

Arthington House
30 Westfield Road
Leeds LS3 1DE

T 0113 386 1000
E hello@leedsfed.com
W www.leedsfed.com
📍 @leedsfederated
f Leeds Federated