

Routine Inspections

INFORMATION SHEET

When you first move into your home, it will be in good condition and clean. It is important you keep it this way. Foundation Housing will visit your home to do inspections to make sure the property is cleaned and well looked after.

ROUTINE INSPECTIONS

We may enter your home 4 times/year to conduct a property inspection, and more often with mutual consent.

Sometimes, we will do extra inspections, such as if an urgent repair has been done or if we asked you to fix some damage.

HOW WILL I BE NOTIFIED ABOUT INSPECTIONS?

We will give you written notice of our intention to inspect the property and will send you a Form 19. We will give you at least 7-14 days' notice.

If the scheduled time doesn't suit you, you can contact your Housing Coordinator to arrange a mutually convenient time.

REPAIR WORK AND CLEANING

Sometimes, we will ask you to do some cleaning or repairs. If we have asked you to do some repair work or cleaning, we may organise a follow-up inspection to make sure this has been done.

WHO DOES THE INSPECTION?

The inspection will be done by a staff member from Foundation Housing. Usually, this will be your Housing Coordinator.

WHAT HAPPENS IN AN INSPECTION?

During the inspection, we will take photos and make notes to record the condition of the property, make sure it is being well looked after and see how it has changed since you first moved in. We will also take this time to check in with you and see if you need any assistance with your tenancy or home.

Sometimes during the inspection, we will need to talk to you about other things, such as a rent account or other issues. If you are having any problems with your tenancy, we may refer you to Tenant Support.

If you have any questions about your inspections, please speak with your Housing Coordinator.

