

FACILITIES REVIEW FORM

Real Estate Agency Information

Name of real estate agency showing property _____

Name of agent _____

Phone number _____

Property Information

Type of Property Viewed

- | | |
|---|---|
| <input type="checkbox"/> Country office | <input type="checkbox"/> Short-term residential housing |
| <input type="checkbox"/> Guest house | <input type="checkbox"/> Long-term residential housing |
| <input type="checkbox"/> Multi-use facility | |

Location

Street address _____

Neighborhood _____

Proximity in Miles to:

_____ CDC

_____ US Embassy

_____ USAID

_____ MOH/primary hospital or I-TECH-supported health facilities

_____ PEPFAR partners

_____ I-TECH office (if short and long-term residential housing)

Space—Commercial

_____ Total number of square meters available

Space—Residential

_____ Total number of square meters

_____ Number of bedrooms

Notes: _____

Rental Cost Commercial (in US dollars):

_____ Price per square meter

Rental Cost Residential (in US dollars):

_____ Price per month

Utilities/Services

TYPE OF UTILITY	INCLUDED IN LEASE (Y/N)	IF NO, APPROX MO. COST (IN USD)	PARTY RESPONSIBLE FOR MAINTENANCE AND REPAIRS
Security			
Electricity			
Water			
Sewer			
Cleaning			
IT			
Phone			
Garbage removal			
Other:			

Utility Reliability

- Yes/No Water
- Yes/No Electricity (need to purchase generator)
- Yes/No Internet

Explain reliability: _____

Access

- Yes / No Public transportation available
- Yes / No Employee parking available
- Yes / No Visitor parking available
- Yes / No Weekend and after-hours access

Security

- Yes / No Fire exits exist on all floors
- Yes / No Alarm system in place
- Yes / No Security doors with sufficient locks in place
- Yes / No Bars on all windows
- Yes / No Outside lighting in place
- Yes / No Secure parking available for I-TECH vehicles
- _____ Number of routes available to/from property

Has the property experienced security problems in the past? Explain _____

Has the neighborhood experienced security problems in the past? Explain _____

Insurance

Does the landlord carry liability insurance? _____

Payment

What are deposit requirements? _____

What type of lease agreement can be negotiated? _____

Yes/No Will landlord accept payment in US dollars?

Yes/No Can payment be wired into an international bank account?

Assessment done by: _____

Date: _____