

## PRE-SETTLEMENT CHECKLIST

Hiring an independent home inspector to disclose the visible problems in a home is a reassuring part of the real estate process. However, the home inspection alone is not sufficient protection as many things were not *readily accessible* at time of inspection, and many things can change before you pass papers. For that reason, you should make arrangements to conduct a brief **"walk-through inspection"** prior to passing papers. Most realtors will graciously assist you.

A pre-passing inspection will give you one last opportunity to view the home for acceptance of negotiated repairs, to verify the function of utilities and appliances and to view areas that may have been covered up by furniture or stored goods during the home inspection. Remember, while the home inspector is a trained professional, he does not have X-ray eyes that can view conditions under carpets, furniture and stored goods - unknown problems may still exist! Please prevent false expectations by understanding the inspector's handicaps and contractual agreements that limited the scope of the home inspection to the visible and *readily accessible* areas of the home. Remember, only a *representative sample* of repetitive components was inspected.

If you have doubts about your ability to evaluate conditions, then hire a professional home inspector to perform a brief followup inspection to put your mind at ease. If you elect to walk through the home yourself following this brief "punch list" of things to check:

GENERAL	N/A	YES	NO	OTHER
Has all trash been removed?				
Is the home empty and broom swept clean?				
Have all agreed upon repairs completed satisfactorily?				
Are there any major changes to the property?				
Any signs of damage caused by moving?				
EXTERIOR	N/A	YES	NO	OTHER
Has all debris, yard waste, trash removed?				
Any problems where previously snow covered?				
Any changes in the driveway and walks?				
Any signs of new storm damage?				
Any changes in the yard and gardens?				
Any changes with the trees and shrubs?				
Any new drainage concerns?				
Any changes with the stairs?				
Any changes with the exterior doors?				
Any changes with the deck or porch?				
Any new foundation cracks?				
Any changes with the windows?				
Any changes with the siding?				
Any changes with the paint?				
ROOF / CHIMNEY / GUTTERS	N/A	YES	NO	OTHER
Any changes with the roof covering?				
Any problems where previously snow covered?				
Any signs of roof leakage?				
Any visible flashing problems?				
Any visible chimney problems?				
Any visible gutter problems?				

Any visible downspout problems?				
<b>GARAGE</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Any new problems with the roof covering?				
Any problems with the siding?				
Any problems where previously snow covered?				
All debris removed behind of beside the garage?				
All storage removed inside the garage?				
Any inside problems where previously hidden?				
Any new problems with the doors & windows?				
Any new problems with the overhead door?				
Does the overhead door safety reverse function?				
Is the fire shield intact on the wall or ceiling?				
Is the inside fire door functional?				
Any signs of fuel or oil spills?				
Any signs of roof leakage?				
Any signs of mold?				
Any signs of foundation cracks?				
Any signs of decay or pest damage?				
Any signs of amateur wiring?				
<b>HEATING &amp; AC SYSTEMS</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Is there oil in tank?				
Any signs of oil leakage?				
Is the gas turned on?				
Is there any smell of gas in the home?				
Is the furnace or boiler functional?				
Any signs of leaks?				
Owner's manual left behind?				
Is the air conditioning system functional?				
Was the owner's manual for the AC system left behind?				
Any visible damage to the heating or AC systems?				
Adequate heating / cooling to each room?				
Recent maintenance tags present?				
<b>ELECTRICAL SYSTEM</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Any changes to the exterior service cable or meter?				
Is the tamperproof clip intact at the meter?				
Any changes to the main electrical panel?				
Is the main breaker functional?				
Do all the switches and lights work?				
Any signs of amateur wiring?				
Any problems where previously hidden?				
Any problems with the smoke detectors?				
Any problems with the carbon monoxide detectors?				

Doorbell operational?				
Outlets operational?				
Does each GFCI trip when the “test” button is pushed?				
Are there any extension cords in use?				
<b>PLUMBING SYSTEM</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Is the main shut-off valve functional?				
Any problems where previously hidden?				
Are there hidden problems above the suspended ceiling?				
Any signs of tampering?				
Are there any leaks in the water pipes?				
Any leaks in the waste pipes when water is running?				
Functional water flow at each fixture?				
Functional drainage at each fixture?				
Is the water heater functional?				
Does the water heater have seismic straps?				
Is there hot water at each fixture?				
Any signs of leaks inside kitchen & bathroom sink cabinets?				
Any signs of amateur repairs?				
Any problems with the washer & dryer hook-ups?				
Are the washer and dryer functional?				
Is the sump pump functional?				
Is the yard sprinkler system functional?				
Are owner’s manuals present for the appliances?				
<b>BASEMENT</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Have all stored goods been removed?				
Has any hazardous waste been left behind?				
Are there any problems where previously hidden?				
Any signs of wet basement problems?				
Any signs of mold?				
Are there any musty odors?				
Any new cracks in the foundation walls or floor?				
Has the finished basement been damaged during moving?				
Is there any sign of decay?				
Is there any sign of pest damage?				
Are there any signs of rodents?				
Is the bulkhead entrance functional?				
Are the basement windows functional?				
Are the basement stairs safe?				
<b>KITCHEN</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Is the range functional?				
Is the oven clean?				

Is the range hood or exhaust fan functional?
Is the dishwasher functional?
Is the sink functional?
Are there any leaks inside the sink cabinet?
Are there any signs of amateur plumbing under the sink?
Do the “test” buttons work on the GFCI outlets?
Is the kitchen clean?
Any problems where previously hidden?
Any problems with the cabinets?
Any problems with the countertops?
Any problems with the floor?
Any problems with the walls or ceiling?
<b>BATHROOMS</b>
<b>N/A    YES    NO                    OTHER</b>
Adequate water flow at each fixture?
Adequate drainage at each fixture?
Any new stains on the fixtures?
Are there any new cracks or chips in the fixtures?
Are there any signs of leakage?
Any signs of water damage?
Any signs of musty odors or mold?
Any problems inside the sink cabinet?
Any problems with the shower area?
Any problems in the linen closet?
Is the exhaust fan or window functional?
Are there any cracked floor or wall tiles?
Are there any signs of wall or floor decay?
Does the “test” button on the GFCI outlet work?
Is the shower door safe?
Any sign of water stains on the ceiling, walls or floor?
<b>BEDROOMS</b>
<b>N/A    YES    NO                    OTHER</b>
Do the doors function?
Has the bedrooms been cleaned?
Any musty odors or signs of mold?
Any water stains on the ceiling, walls or floor?
Any water stains at the windows?
Do the windows function?
Are there any problems where previously hidden?
Are the overhead lights functional?
Any problems with the floor covering?
Any new cracks in the ceilings or walls?

Has any damage been done during moving?				
<b>LIVING ROOM</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Has the room been cleaned?				
Are there any problems where previously hidden?				
Any new cracks in the ceiling or walls?				
Any problems with the floor covering?				
Any water stains on the ceiling or walls?				
Any water stains by the windows?				
Any musty odors or signs of mold?				
Are the windows functional?				
Are the lights and outlets functional?				
Has any damage been done during moving?				
Are there any fireplace problems?				
<b>DIINING ROOM</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
Has the room been cleaned?				
Are there any problems where previously hidden?				
Any new cracks in the ceiling or walls?				
Any problems with the floor covering?				
Any water stains on the ceiling or walls?				
Any water stains by the windows?				
Any musty odors or signs of mold?				
Are the windows functional?				
Are the lights and outlets functional?				
Has any damage been done during moving?				
<b>NEGOTIATED REPAIRS COMPLETED</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>
<b>PROMISED APPLIANCES &amp; FIXTURES PRESENT</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>