



Professional Property Inspections

Pre-Closing Walkthrough Checklist

(a day or two before closing)

EXTERIORS:

- Look for missing roof shingles or siding.
- Check to see that gutters and downspouts are secure.
- Check interior of rooms for signs of water intrusion.

KITCHENS AND APPLIANCES:

- Turn on the faucet and sprayer.
- Operate all appliances kitchen and laundry, fans and rangehoods. Don't forget the washer and dryer, run through all their cycles.
- Check all appliances to make sure they have not been replaced by the seller after the inspection.

BATHROOMS AND PLUMBING:

- Run the water in all the sinks at the same time and flush the toilet to check the pressure.
- Turn on the hot and cold water in each fixture.
- If there is a landscape sprinkler system turn it on and operate all zones to confirm proper operation.
- Turn on all hose bibbs.

WINDOWS AND DOORS:

- Check doors for proper operation.
- Operate several windows.
- Operate any automatic garage door openers and obtain the transmitters.
- Operate all doorbells and intercoms.
- Change all exterior locks after closing.

COOLING AND HEATING SYSTEMS:

- Turn the thermostat to a higher setting. Feel each radiator or register for warmth.
- In the summer months, (exterior air temperature must be higher than 60 degrees) turn the air conditioning to a lower setting. Feel each register or room unit for cool air.
- Obtain copies of all manufacturers manuals and warranties for the heating system and air conditioning system if available.
- Obtain the name of the heating or air conditioning contractor presently servicing the system.
- If the heating system is a heat pump or electric baseboard system, you should obtain copies of the last 12 months energy bills to estimate your energy cost.



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ELECTRICAL:

- Turn all light fixtures on and off. Test all ceiling fans including exhaust fans.
- Check all smoke/CO detectors.
- Test all alarm systems. Obtain copies of all warranties and operating manuals. Get information concerning any central monitoring companies as well as a copy of their security agreement. Change all security codes immediately after closing.

BASEMENT:

- Make sure all stored items are removed.
- Look at the walls for any signs of leaks. Check any exposed piping and systems for leaks or anything unusual.

FIREPLACES AND STOVES:

- Have obtained a chimney cleaning and inspection