

# HOME INSPECTION CHECKLIST

This is a home inspection checklist you can use to help make the inspection process go smoother for you and your client.

Client Name \_\_\_\_\_

Cell Number \_\_\_\_\_ Email \_\_\_\_\_

Property Address \_\_\_\_\_

Property Square Footage \_\_\_\_\_

**Utilities On:**  Electrical  Water  Gas **Extras:**  Pool  Spa  Converted Garage

Additional Information \_\_\_\_\_

**Contact the home inspection company:**

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Fee \$ \_\_\_\_\_ How should payment be made? \_\_\_\_\_

Other Inspections Needed \_\_\_\_\_

Confirm the appointment with your client and the listing agent.

**Other items to have available for inspection:**

Acquire all property keys, garage openers, etc.

Access to all areas of the property (under building, electrical panel, etc.)

Transfer Disclosure Statement for inspector to reference as needed

Other documents such as building plans, warranties, operating instructions, etc.

Ensure that any animals are handled as all doors will be opened

The seller should be on site or available by phone during the inspection

Notes \_\_\_\_\_

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