

7. Water Heater (Operation, Shut-Offs) 8. Explain Tankless Water Heater

WALK-THRU CHECKLIST

☐ KITCHEN AREA	☐ EXTERIOR FEATURES
1. Appliance Operation/Warranty	1. Grading-Drainage
2. Electrical (GFI's)	2. Painting/Caulking (H.O. Maintenance)
3. Flooring	3. Gutters, Spouts, Splash Blocks
4. Cabinets, Countertops, Sink	4. Water Hose Faucets
5. Paint/Caulking	5. Glass & Screens
6. Water Shut-Offs, Clean-Outs, Leaks	6. Concrete (Finishes & Cracks)
,,	7. Plumbing (Shut-Offs, Clean-Outs, Meter)
☐ BATH AREAS	8. Electrical (GFI's, Meter, Service, Location)
	9. Gas Meter (Shut-Off)
1. Porcelain Fixtures	10. Fireplace Chimney
2. Electrical	11. Attic Ventilation
3. Flooring	12. Foundation Settling Characteristics
4. Cabinets, Vanity Tops, Sink	13. Foundation Maintenance
5. Paint/Caulking	14. Insects
6. Water Shut-Offs, Clean-Outs, Leaks7. Tubs & Showers	15. Landscaping
☐ BEDROOM & LIVING AREAS	☐ 1 YR. DRYWALL/PAINT POLICY
_	1. Expectations
1. Windows (Operation, Security)	2. Excessive Sheetrock Cracks
2. Electrical (Extras, 1/2 Hots)	
3. Lights/Fan Locations	☐ OTHER POINTS OF INTEREST
4. Flooring	1. Limited Warranties
5. Doorbell Chimes, Thermostat	Warranty Information Packet
6. Fireplace (Gas Valve/Key, Flue, Etc.)	Regular Warranty Service
7. Paint/Caulking (Doors, Trim, Closets)	(Service Request Form)
8. Door Hardware, Adjustments	☐ Emergency Service
9. Smoke Detectors (Maintenance)	(Explain Emergencies)
10. Air Return Filters	□ 24-Hour Emergency Phone List
	3. Assorted Manuals
☐ GARAGE & UTILITY AREAS	4. Utilities (Explain)
1. Appliance Hook-Ups, Shut-Offs, Vents	5. Home Keys Delivery/Garage Remote
2. Electrical (Panel Box, 220V, GFI's)	6. H.O. Maintenance Items
☐ GFI Breaker Box Demonstration	7. Customer Survey
3. Flooring	7. Customer Survey
4. Paint (Doors, Trim, Shelves)	
5. Door Hardware, Adjustments	
6. Attic Scuttle or Stairs	
☐ Attic Insulation	
☐ Electrical (Light, Plugs)	
☐ HVAC (Maintenance, Operation)	