



# Final Inspection Checklist

**ym** Legal & Conveyancing



We have put together this checklist to help you when reviewing your new property after exchange. There is a high probability that not all the items you should inspect are on this list as every property is different.

We've created this sheet purely for reference purposes only and we suggest that you add additional items in the NOTES section at the bottom of the page.

***Please remember, anything in your Contract for Sale of Land overrides items in this list.***

- ☐ **Electrical Switch Board** - Do you know where it is?
- ☐ **Water Meter & Gas Meter** (if applicable) - Do you know where they are?
- ☐ **Doors and locks** - Where are the keys? Try a couple of them to make sure they work
- ☐ **Windows** - Are there any locks on the windows? If so, make sure the keys are there for you
- ☐ **Lights** - Do all the light switches work?
- ☐ **Oven/Range/Range Hood** - Do they work?
- ☐ **Taps/basins/sinks** - Turn the taps on and off. Do they work?
- ☐ **Drains flowing** - After testing the taps & sinks, how well does the water drain away?
- ☐ **Water damage** - If there has been a storm since you exchanged contracts on the property, is there any water damage?
- ☐ **Dishwasher** - Are there instructions available? Ask if it is working
- ☐ **Hot Water System** - Where is it? Ask if it's working? Test by turning on a tap to hot
- ☐ **Security System** - Does it work? Do you have the codes and instructions?
- ☐ **Air Conditioner** - Are all the remotes working? Does the air conditioner work?
- ☐ **Garage Door** - Does it work? Is there a remote control?



- ☐ **Pool/spa** - Have you been shown how to use the pump etc? Is there any sign of damage?
- ☐ **Pool/Spa Equipment** - If included in the sale, is it all there?
- ☐ **Rubbish Collection Day** - What day is the bin collected?
- ☐ **Appliances currently under Warranty** - Are any of the appliances under warranty?  
If yes, do you have a copy of the receipts?
- ☐ **Change of Address details of Current Occupiers** - Where are the previous owners moving to in case you get some of their mail? Do they have a forwarding address?
- ☐ **Yards/Outdoors/Rubbish** - If there is rubbish left in the yard, has it been removed?
- ☐ **Inclusions and exclusions** - are all the inclusions agreed to on the Contract at the property?
- ☐ **Damage** - is there any obvious damage to the property since exchange?

#### **Things to Know About Final Inspections**

- The vendor does NOT have to mow the lawn before settlement.
- The presentation of the house may not be up to your level of cleanliness. Unfortunately, this is not a reason to cancel settlement.
- The condition of the property at exchange is the condition the property is handed over at settlement.

#### **Notes:**

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