



Pre Listing Your Home Check List:

The following checklist is a suggested guideline of areas that may require some attention before you put your home on the market. Remember a trained professional will definitely detect items that an untrained eye may not be aware of. In addition some areas that I am responsible for, such as opening an electrical panel, will not be on this list. With that being said PLEASE, DO NOT take off your electrical panel cover, unless you are sure you know what you are doing. The following information is some basic, easy fixes that the average home owner should be able to perform as normal maintenance to their home.* This checklist does not replace the need for a more thorough pre-listing home inspection. The checklist does not address most structural, heating/cooling, plumbing or electrical potential issues. Feel free to give us a call or send us an email for the cost of a prelisting home inspection.

If you have had any significant repairs or system replacements, during your ownership of the house, you should provide any paperwork to the potential buyers for documentation. Example: If the roof was replaced three years ago, it is suggested that you provide the contractors bill. By providing all of this type of paperwork you are removing doubt. You are being open and forthright.

Grounds

- _____ Is the soil at your homes foundation sufficiently sloped away from the home to avoid standing water, that may seep into the basement or crawl space.
- _____ Are the gardens and bushes that surround the house in a maintained fashion to complement your home. The gardens and bushes should be at least 12”s from the house foundation and siding to let the home breathe properly and avoid moisture build up. Any vines attached to the house should be removed. This can house wood destroying insects. Any rotted garden ties should be replaced.
- _____ Are there any tree branches that are touching or overhanging the house. Tree branches provide a bridge for animals to the roof, don't let the house breathe, and may do damage to the structure, especially any dead tree branches.
- _____ If you have a deck, has it been recently sealed or stained, and is it in good shape, no signs of rot or decay. Are the handrails and guard rails adequately secured.
- _____ If you have an asphalt driveway are all cracks filled, and if necessary has it been recently sealed. If you have a driveway drain, has it been cleaned recently.
- _____ If fencing is present, are there any rotted boards or posts. Do gates open and

shut and latch properly. If it is a metal fence, is there any rust or damaged areas that should be repaired.

_____ If you have basement windows that are in contact with the soil at the exterior foundation, window wells should be installed.

_____ If lawn and garden sprinkling systems are present, does the system operate properly, and all heads work as designed.

_____ Any firewood at the side of the house, or in the garage or basement should be moved outside away from the house. Firewood holds moisture and has bugs.

_____ If there are steps leading to any house entry door, and they rise greater than 24”s, handrails and guardrails should be present at the steps and landings. Balusters should be present, to close any openings. The balusters should not be spaced greater than 4”s apart.

Exterior

_____ If you have wood clapboard or shingles, wood trim, fascia and soffits evaluate their condition. Be honest! An inspector will be looking for; damaged areas, chipping and peeling paint, rot and decay, missing sections, and carpenter bee and woodpecker damage (holes).

_____ If the house is sided in vinyl siding, are there any damaged, dented, bowing or loose siding areas that should be repaired.

_____ Masonry or Stucco surfaces should not have any loose, damaged areas, or significant cracks that should be repaired.

_____ Do the painted surfaces have any chipping, peeling or blistering. If yes these should be repaired.

_____ Do the exterior doors open close, and latch properly, and is all door hardware present and operable. All screens and storm windows exist and are in good working order. Are all exterior doors adequately weatherstripped.

_____ Windows open, close and latch properly. All window hardware is present. Any broken or cracked window panes should be replaced. Window glazing and painted surfaces are in proper order. Rot at sills and/or casings should be repaired. All screens, and when applicable, storm windows exist and are in good working order (no cracked storm panes). All windows should be double glazed insulated windows, or a single glazed window with a storm window. Drip caps above the windows are present and no rot is evident.

_____ All exterior electrical outlets should be Ground Fault Circuit Interrupters (GFCI) and operate as designed (push the test button). Proper exterior covers should be present. Refer to “Anatomy of a Home,” electrical glossary.

_____ When applicable, the basement BILCO door works as designed, and all door surfaces are in good condition. No chipping and peeling paint, rust or corrosion, and all leaks have been repaired. If there is a stairwell drain is it clean and operable.

_____ Adequate clearance between the ground soils, at the foundation, and the exterior siding. When feasible an inspector is looking for at least a 6” space between the soil and siding.

Roof

_____ When you look at the roof surfaces from its edge do you see any evidence of the shingles not laying flat; are the shingles curling and lifting. Is there any evidence of the shingles losing the granular surface (particulate). These are all signs of advancing age. If present it may be time to replace the roof. Any damaged or missing shingles should be replaced.

_____ If you have a flat roof at your house does the roof surface look like an alligator's hide. At the roof edges do you see open joints between the roof and the metal drip edge, if present. Are there any signs where standing water exists. These are all conditions that may need to be addressed.

_____ If you have a wood shingle roof are there any missing and damaged shingles. Are there moss and lichens present. Have you had the roof treated/sealed recently.

_____ Brick chimneys should not have any loose, damaged or missing bricks or mortar joints. The concrete cap at the top of the chimney should not have cracks, loose or damaged areas, and should shed water properly to the sides of the chimney, so as not to allow water into any chimney surfaces where the water can loosen the bricks. If your house is older than 1942 is your chimney properly lined.

_____ Look at your house's gutters. Are all gutters properly pitched towards the downspouts. All gutters should be clean and free flowing. Any debris present may clog the gutters, which will allow the gutters to overflow and rot the wood fascia, where applicable. Clogged gutters also attract bugs. When the gutters deposit at the ground, does the roof drainage system deposit any water a good 5 to 6 feet away from the house foundation. Remember, water that deposits at the house foundation may cause leaks into the basement or crawl space. Any open joints, missing, and/or damaged areas should be repaired.

_____ If there is a TV antenna that is no longer in use, if so, it should be removed.

Garage

_____ Electric garage doors should be powered by an independent/dedicated electrical outlet, not through the use of extension cords. Each door should have safety cables, a wire running through the door springs, to protect you and your car if the spring breaks. Current federal safety standards are for electronic eyes to be present, and an automatic reversing feature for when the door is closing and comes in contact with an object blocking the door's path or when something passes through the electronic eyes beam. Any damage at the garage door itself should be repaired.

_____ Door rollers and weather stripping should be present and operating as designed.

_____ All garage wall/ceiling surfaces should be properly fire retardant with fire code sheet rock, or other fire retardant surface, and taped. (No openings to the house)

_____ Any moisture stains on the ceiling that are present should have an easily explainable answer as to what the problem was and what was done to correct the problem. Any hatches to a garage attic should be fire retardant. (The object here is not to allow a potential car fire to affect the whole house). At an older garage, is there rot/decay or termite damage at the bottom sill or bottom of the wall framing that should be replaced.

_____ The door to the house should be a solid wood core door or a metal door. The door should have an automatic door closer. If there are steps to the house entry door, and they rise greater than 24" high, handrails and guardrails should be present at the steps and/or landing. Balusters should also be present. The balusters should not be

spaced greater than 4”s apart.

_____ Any wall electrical outlets located in the garage should be Ground Fault Circuit Interrupters, (GFCI) protected, and operate as designed (push the test button). Refer to “Anatomy of a Home,” electrical glossary.

Attic

_____ At the accessible framing, in the attic space, do you see any damaged or cracked framing members (rafters or sheathing).

_____ Are there any significant signs of mold on the sheathing in the attic. If yes, mold may be an indicator of water entry, leaks, or most importantly the trapping of moisture from the house, in the attic space. Example, you take a shower and some of that moisture rises and gets trapped in the attic. Does the bathroom exhaust fan vent into the attic? If yes, then this should be vented outdoors.

_____ Look below the chimney, the plumbing vents, and any change of roof lines, like a roof valley, or a dormer, in the attic, do you see any signs of water leaks. If yes, are they current? Correct if needed.

_____ Your attic space should have between 9 to 12 inches of insulation in the attic floor. There should be only one vapor barrier (the foil or paper wrap). The vapor/moisture barrier should face towards the heated area. Insulation should also not be placed over the top of bathroom exhaust fans, canister lights, unless the manufacturers labeling specifies that this is acceptable. Insulation should not be located in the space between the rafters unless a proper ventilation system is present.

_____ On a very rare occasion plumbing vents have been terminated in the attic. They should not. This condition is a health risk.

_____ All electrical junction boxes should have covers.

Basements & Crawl Spaces

_____ The stairs to the basement should have handrails at both sides of the steps, when applicable. There should be balusters at the rails. The balusters should not be spaced greater than 4”s apart.

_____ Do the basement windows open and close properly. There should be no rotted wood, rust or corrosion. Any cracked or damaged panes should be replaced.

_____ No evidence of any water entry in the basement or crawl space. You live there, have you ever had leaks? One sign of water is a fine white powder (efflorescence) that has built up on the foundation walls or slab floor.

_____ If there is a sump pump present in your basement or crawl space, does it operate as designed. The sump pit should be properly covered to not allow moisture and radon into the basement or crawl space.

_____ Have you ever had a termite inspection. If not, it is recommended. Display the inspectors report, or information on any treatment that was done. Put the paper work for this with the information on mechanical repairs or replacements that were previously discussed.

_____ Is the crawl space ceiling adequately insulated, and in good condition. The vapor barrier, for the insulation, should be towards the finished room above.

_____ No debris or items that you no longer use or need. A lot of the basements I see are cluttered with “junk.” These items also attract mold build-up.

_____ The electrical wall outlets located in an unfinished basement should be GFCI

protected. (Ground Fault Circuit Interrupters). Refer to “Anatomy of a Home,” electrical glossary.

Heating & Air Conditioning

- _____ Have you had your furnace or boiler cleaned and serviced with in the last year or during the current heating season.
- _____ Any filters that may be present should be cleaned or replaced as needed.
- _____ Where the metal flue pipe enters the chimney, there should be no open joints.
- _____ No signs of asbestos on any heating lines or duct work.
- _____ All heating and cooling systems should be operable.
- _____ If a humidifier is present at your furnace, is it clean and working? Has the wheel or wash board been recently cleaned.

Electrical

- _____ All outlets are tight against the wall. All receptacles and switches have covers. None of the older style of two prong ungrounded outlets exist. All lights and ceiling fans operate correctly.
- _____ Ground Fault Circuit Interrupters (GFCI’s) are located at all exterior and garage outlets. A minimum of one is needed in the basement. GFCI’s should be located at all outlets that are within six feet of any sink. Ex. Kitchen, wet bars, and bathrooms. All GFCI outlets should work correctly. You can determine this by pushing the test button. You can reset the receptacle by pushing the reset button.
- _____ There should be no switches and outlets that are directly reachable from the bathtub or shower, unless GFCI protected.
- _____ All junction boxes should have covers.
- _____ Smoke detectors should be present and operable. Current requirements place them in every bedroom. Though not currently required you should have Carbon Monoxide detectors.

Plumbing

- _____ At the visible and accessible plumbing lines there should not be any evidence of leaks, rust or corrosion at any pipe joints, valves or fittings at both the supply lines and waste pipes. No clogged, or slow draining, sinks or tubs.
- _____ Hot water heaters should have no signs of rust. Hot water should be available at all sinks, tubs and hot water supply locations. Out of the side of your hot water heater you should see a fixture, and a pipe, that should extend to the floor. This pipe should reach to within 6”s of the floor, and should be made of copper or cast iron, NOT PVC or CPVC. You can refer to “Anatomy of a Home.” Look at the Temperature/Pressure Relief Valve, pictures of the hot water heaters. The flue vent for oil and gas hot water heaters should be pitched upwards to the chimney and should have a nice tight seal at the joint to the chimney.
- _____ For those on private wells, you should have had a well potability test done within the last year. The report should state that the water is safe to drink. If your well pump is a submersible pump the well cap at the well casing should be tight and secure. There should be adequate water supply pressure. If you have a water treatment system for the well, provide documentation as to the last service, and what chemicals the treatment system is designed to treat.
- _____ If your house is on a private septic system, the tank should have been pumped

within the last two years. With a septic system being the largest potential expense for someone purchasing your home, I am suggesting to my clients that they request as much available information on tank pumping and system updates. If a plot plan or as-built is in your possession it should be made available and placed with the rest of the paperwork you are supplying.

Kitchens

- _____ All cabinet doors and drawers should work as designed.
- _____ The dishwasher should be operating properly.
- _____ No matter whether the cooking range/oven is gas or electric, do all burners, and oven bake and broil elements operate properly.
- _____ The electrical outlets within 6' of the kitchen sink, any sink, should be GFCI protected and work correctly (push the test button). Refer to "Anatomy of a Home," electrical glossary.
- _____ Garbage disposals should work as designed and not be unusually noisy. Disposals are not recommended for houses on septic systems.
- _____ Because we insulate and seal our homes more efficiently today, I am looking for a kitchen exhaust fan that vents to the exterior of the house. The fan and light should be in acceptable working order.
- _____ The kitchen sink and its fixtures should operate properly. No Leaks at the fixtures or below the sink. The water supply lines should have proper shut-offs below the sink.
- _____ Walls, ceilings and floors should not have areas that require attention or repairs.
- _____ A single switch type shut-off should be present for the clothes washer.

Bathrooms

- _____ Sinks and vanities should be secure. Sink stoppers and sink fixtures work properly.
- _____ There should be adequate water pressure at all sink, tub and showers.
- _____ The bathtub or shower surfaces should have no loose tiles or missing grout at any joints.
- _____ The tub and shower fixtures, including the bathtub stopper, work properly and are secure against the wall.
- _____ No cracked, loose or damaged wall, and floor tiles.
- _____ The toilet operates properly, and is secure at the floor, no rocking or looseness.
- _____ Ground Fault Circuit Interrupter (GFCI's) are present and work correctly (push the test button) and are located within 6' of the sink. Refer to Anatomy of a Home, electrical glossary.
- _____ Because we insulate and seal our homes more efficiently today, I am looking for a bathroom exhaust fan that vents to the exterior of the house. The fan and light should be in acceptable working order.

All Interior Rooms

- _____ Walls, ceilings and floors should not have areas that require attention or repairs. Any apparent water stains, or chipping and peeling paint, or cracks should be repaired as needed.
- _____ All doors, entry or closet, should operate and latch without any needed repairs. The doors and the trim should not require repairs, or the door rub its frame. All

door hardware should be present and operate properly.

_____ Any light fixtures in a closet should be fluorescent or have a protective dome.

_____ There should be a minimum of 3 three prong electrical outlets in each room. No two prong ungrounded outlets should be present.

_____ Handrails should be present at any steps that rise greater than 24”s. The handrails should be tight and secure and have balusters that are not spaced greater than 4”s apart.

Fireplaces & Wood Stoves

_____ Have you had your fireplace cleaned and maintained recently. The damper door should open and close as designed. With fireplaces I always recommend a spark arrestor at the top of the chimney flue cap.

_____ Do proper clearances exist, from combustible items, at your wood stove. We recommend a further inquiry with the town to insure you are following their specific requirements for wood stoves.

* Inquiring Eye makes NO assumptions of a home owner’s knowledge, skills or abilities and what average is. You may find items that appear on this list that are beyond your skill sets, or items that you may interpret as putting you at risk of injury. We provide this checklist to help you list your home. You, and you only must be the determining source as to what you are able to accomplish. Inquiring Eye Home Inspections, LLC takes no responsibility for injuries you may incur in completing the tasks listed.