

Homeowner Walk-Through Checklist

Use this checklist during the initial walk-through to ensure all aspects of the home are inspected thoroughly. Mark each item as **Checked (✓)** or **Needs Attention (X)** and make notes for any issues identified. Please complete within 30 days after home is set on your property. Send this to TXservice@legacyhousingcorp.com

Exterior Inspection

1. Foundation and Structure

- Check for visible cracks or damage to the foundation.
- Inspect the skirting for any missing panels or damage.
- Ensure the home is level and properly supported.

2. Roof and Gutters

- Inspect shingles for any missing or damaged pieces.
- Check for visible leaks or water stains.
- Verify that gutters and downspouts are securely attached and directing water away from the home.

3. Siding and Exterior Walls

- Look for cracks, dents, or damage to the siding.
- Check for proper caulking around windows and doors to prevent water intrusion.
- Inspect paint for peeling or signs of wear.

4. Windows and Doors

- Ensure all windows open, close, and lock properly.
- Check for broken screens or cracked glass.
- Test all exterior doors for proper function, fit, and security.

5. Outdoor Features

- Inspect the deck or porch for stability and any damage.
 - Check handrails and steps for stability.
 - Verify exterior lighting is functional.
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Interior Inspection

1. Entryway and Living Room

- Test all light switches, outlets, and ceiling fans.
- Inspect walls, ceilings, and floors for any visible cracks or damage.
- Check for smooth operation of sliding doors or windows.

2. Kitchen

- Open and close all cabinet doors and drawers to ensure they function properly.
 - Inspect countertops for damage or stains.
 - Test all appliances (stove, oven, microwave, refrigerator, dishwasher).
 - Check for any leaks under the sink and ensure plumbing is intact.
 - Test all electrical outlets, especially those with GFCI.
- 3. Bedrooms**
- Verify all windows open, close, and lock securely.
 - Check light fixtures and ceiling fans for proper operation.
 - Inspect closets for any damage or missing shelves.
- 4. Bathrooms**
- Test faucets, showerheads, and toilets for proper function.
 - Check for leaks under the sink and around the toilet base.
 - Inspect mirrors, cabinets, and tiles for cracks or damage.
 - Test exhaust fans and verify they are venting outside.
- 5. Laundry Room**
- Test washer and dryer hookups.
 - Check venting for the dryer and ensure it is properly connected.
 - Inspect shelves or cabinets for any damage.
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Utility Systems

- 1. Plumbing**
- Test water pressure in all faucets and showers.
 - Check for any visible leaks in plumbing fixtures and connections.
 - Inspect water heater for signs of leaks or rust.
- 2. Electrical**
- Test all circuit breakers to ensure they function properly.
 - Verify that all light fixtures, fans, and outlets are operational.
 - Check the smoke detectors and carbon monoxide detectors.
- 3. Heating, Ventilation, and Air Conditioning (HVAC)**
- Test the HVAC system in heating and cooling modes.
 - Check filters and vents for cleanliness and proper airflow.
 - Inspect the thermostat for proper operation.
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Final Checks

- 1. Safety Features**
- Verify that smoke detectors and carbon monoxide detectors are installed and working.

- Ensure that all emergency exits are accessible and free from obstructions.
- 2. **Cosmetic Touch-Ups**
 - Inspect ceilings for any touch-up painting needs.
 - Check for any visible nail holes or marks that need repair.
- 3. **Documentation**
 - Take photos of any issues identified for record-keeping.
 - Document any repairs or adjustments needed and discuss them with the homeowner or manufacturer.
- 4. **Homeowner Orientation**
 - Explain the operation of key systems (HVAC, water heater, appliances).
 - Provide warranty information and emergency contact numbers.

Comments/Notes:

Sign-Off:

- **Inspector Name:** _____
- **Date:** _____
- **Homeowner Signature:** _____
- **Date:** _____