HOUSE ME LEGAL™

Open Home / Pre-Settlement Inspection Checklist

Here's a checklist for you to use **(go to page 2)** when you're checking out a home for the first time (at the open home) and again just a few days before you actually move in (this is called the pre-settlement inspection).

1

FIRST TIME: OPEN HOME VISIT

Your first run-through of this checklist happens at the open home. Take dated photos of anything you value: trees, hedges, fences, appliances and fittings.

2

SECOND TIME: PRE-SETTLEMENT INSPECTION

Use it again a few days before you move in, at the pre-settlement inspection. Check the house is in the same condition as when you first saw it, and compare your notes and photos. If anything has changed, call us the same day.

3

BRING THE SALE AND PURCHASE AGREEMENT

Don't forget to bring a copy of the sale and purchase agreement. This will tell you what stuff like the washing machine, dryer, curtains, and other things are included in the sale of the property.

4

YOUR RIGHTS: AT LEAST ONE INSPECTION

Remember, you have the right to at least one pre-settlement inspection before you move into your new home. It's best to do this at least two days before you move in, or even earlier if you can.

5

CONTACT THE REAL ESTATE AGENT

Get in touch with the real estate agent to find a good time for everyone for this pre-settlement inspection.

6

REMEMBER: IT'S SECOND-HAND

Keep in mind that unless this is a brand new house, it's like buying a second-hand good. So, be reasonable about what you expect the house to look like.





Happy house hunting!

LEAVE US A RATING ON GOOGLE

HOUSE ME LEGAL ™

Open Home / Pre-Settlement Inspection Checklist

HouseMe's Legal Sherpa	Client/Purchaser	Seller's Lawyer	Real Estate Agent
 Angus			

LOCATION IN HOUSE	ACTION	WHO IS INVOLVED?	OPEN HOME DONE? ✓ COMMENTS	PRE-SETTLEMENT INSPECTION DONE? ✓ COMMENTS
BEFORE YOU ARRIVE	Contact the real estate agent to view the property		☐	☐
BEFORE YOU ARRIVE	Bring a copy of your sale and purchase agreement.		☐	☐
	Check the list of fixtures and fittings (at the back of the agreement) that are included as a part of your purchase.		☐	☐
	Check any special conditions or clauses that may apply e.g. Seller must remove the spa and make good the deck, the Seller has agreed to fix the garage door.		☐	☐
WITHIN THE HOUSE	Check doors open and close.		☐	☐
	Check doors lock and unlock.		☐	☐

LOCATION IN HOUSE	ACTION	WHO IS INVOLVED?	OPEN HOME DONE? ✓ COMMENTS	PRE-SETTLEMENT INSPECTION DONE? ✓ COMMENTS
WITHIN THE HOUSE	Check the hot water cylinder works.		☐	☐
WITHIN THE HOUSE	Check the light switches work.		☐	☐
WITHIN THE HOUSE	Check the smoke alarms work and have batteries in them.		☐	☐
WITHIN THE HOUSE	Check the alarm system (if present) works. Ask for the code.		☐	☐
WITHIN THE HOUSE	Check the flooring and carpet for stains, holes, burns etc.		☐	☐
WITHIN THE HOUSE	Check windows open and close smoothly.		☐	☐
KITCHEN	Check all appliances work e.g. oven, dishwasher, stove top etc.		☐	☐

LOCATION IN HOUSE	ACTION	WHO IS INVOLVED?	OPEN HOME DONE? ✓ COMMENTS	PRE-SETTLEMENT INSPECTION DONE? ✓ COMMENTS
KITCHEN	Check taps work (temperature and flow) and water does not clog in the sink.		☐	☐
KITCHEN	Check draws and cupboards open and close.		☐	☐
KITCHEN	Check rangehood works.		☐	☐
LOUNGE	Check the heat pump works.		☐	☐
LOUNGE	Check there are TV and internet ports. If the TV has been taken, make sure removal from the wall has been “made good” and repainted.		☐	☐
BATHROOM	Check extractor fan works.		☐	☐

LOCATION IN HOUSE	ACTION	WHO IS INVOLVED?	OPEN HOME DONE? ✓ COMMENTS	PRE-SETTLEMENT INSPECTION DONE? ✓ COMMENTS
BATHROOM	Check shower water pressure.		☐	☐
	Check shower temperature.		☐	☐
	Check shower drains properly.		☐	☐
BATHROOM	Check toilet flushes.		☐	☐
LAUNDRY	Check if a washing machine or dryer are included in the agreement.		☐	☐
	Check the washing machine or dryer work.		☐	☐
	Check laundry taps work and sink drains.		☐	☐
MISCELLANEOUS	Check all the seller's remaining belongings will be removed by settlement.		☐	☐
MISCELLANEOUS	Check the location of the power switchboard.		☐	☐
MISCELLANEOUS	Ask the agent where keys can be picked up on settlement day.		☐	☐

LOCATION IN HOUSE	ACTION	WHO IS INVOLVED?	OPEN HOME 🏠 DONE? ✓ COMMENTS	PRE-SETTLEMENT INSPECTION 🔍 DONE? ✓ COMMENTS
AFTER INSPECTION	If there are any issues, call your lawyer as soon as possible. If any issues cannot be remedied by settlement, you may be able to withhold $[x] in your lawyer's trust account until the seller has completed [insert task] to your satisfaction. Unless there is a major issue e.g. half house has burnt down, you will still be required to settle on settlement day.		☐	☐