



## Pre-Listing Punch List

Want to save some time, money and the stress that is inevitable during your home sale? We are sure you do, and that is why we have provided this guide. While we are not inspectors, we have seen a ton of homes and inspection reports.

The average annual cost to properly maintain a house is 2 percent (of the home's value reinvested). If this rule does not hold true for you, please prepare yourself to invest the money you saved over the years into getting your home ready for the market.

Watch out for the simple five dollar value that may require installation by a \$75 per trip charge from a plumber. If you have any plans to perform (quality) DIY repairs, buy anything less than top of the line items, or save a buck on any repair in any way, you better do it now. Buyers just will not be able to accept you trying to save a couple of bucks when they are agreeing to buy your house for \$300k

It sounds harsh, but think "perfection." You must fix all items in disrepair, perform updating, and attend to all deferred maintenance to sell for anything close to market value. Improvements in this category do not really add value to your property. You just cannot sell (to an owner occupant) unless you do these things. If the buyer sees any size crack, they think "foundation issue" and will not buy it. If you see it, so will a buyer and remember, a handful of little things many times grows into a large issue in a buyer's mind and sometimes causes them to think that the home was not maintained properly.

Tip: I have found that if you snap a pic of a room and then look at the photo, you will notice more!

A multi-thousand dollar outflow in this category may be necessary (but is not a value added improvement). Buyers expect a good air conditioner (HVAC). If it blows cold and doesn't look like an antique, they are happy. A new HVAC does not add value or motivate a buyer to place an offer in comparison to a fully functional 6 year old HVAC. I cannot stress how good it is to have the AC serviced prior to listing your home. It costs around \$250 (maybe more if you need a coolant refill) and is worth every penny.

No matter how much you do, the inspector will find issues (that is their job, plus a buyer deserves to know exactly what they are buying).

\* = one of the usual suspects that I see most often on inspection reports & repair requests



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## Grounds

- Proper grading away from the house \*
- No evidence of standing water
- No leaks from septic tank
- Yard, Landscaping, trees, & walkways are clear and free of debris
- Trim foliage touching house or overhanging the roof
- Exterior structures (fences, sheds, decks, detached garages) in good condition
- No evidence of termite damage or rotted wood
- Railing on stairs and decks are adequate and secure
- Driveways, sidewalks, patios, entrances in good condition, and pitched away from structure
- Downspout drainage directed away from structure

## Structure

- Soffit and fascia board lines appear straight and level
- Sides of house appear straight, not bowed or sagging
- window and door frames appear square (n gaps between window and brick/siding)
- Visible foundation in good condition – appears straight, plumb, with no significant cracks
- 4 inches of foundation should be visible around the home – pull back mulch, plants, soil/dirt

## Exterior Surfaces

- Adequate clearance between ground and wood siding (6 inches minimum); no wood-to-earth contact
- Siding: no cracking ,curling, loose, rot or decay
- Brick/masonry exterior: no cracks in joints, no broken, spalling or flaking components
- Stucco: no large cracks (it's Houston – be prepared for stucco inspections)\*
- Vinyl or aluminum siding: no dents, damage, no bowing or loose siding
- Exterior paint or stain: no flaking or blisters
- No stains on exterior surfaces

Tip: Pressure wash exterior concrete and wood (previous 3 sections)

## Windows, Doors, and Wood Trim

- Wood frames and trim pieces are secure, no cracks, rot or decay
- Joints around frames are caulked\*
- No broken panes or damaged screens, no broken double-paned, insulated window seals\* (a cracked pane can delay the closing of certain loans!)



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Tip: Make sure your windows are clean. It looks nice, it will help you avoid a common issue in an inspection. Often, dirty windows are mistaken as having a broken seal. If that happens, you will likely need to replace it. I also recommend removing the screens and storing in the garage. This gives a much better impression and also looks much better in photos

## Roof

- \_\_\_ Composition shingles: no curling/cupping/loss of granules, no broke/damaged/missing shingles, no more than two layers of roofing (overlay), exposed nail heads \*
- \_\_\_ Wood shingles or shakes: no mold, rot or decay, no cracked/broken/missing shingles, no curling
- \_\_\_ Flat roofs: no obvious patches/cracks/splits, minimal blisters and wrinkles, no silt deposits (indicates improper drainage), sealed tar at flashings
- \_\_\_ Flashing around roof penetrations (very common, fix it now) \*
- \_\_\_ No evidence of excess roofing cement/tar/caulk
- \_\_\_ Soffits and fascia: no decay, no stains
- \_\_\_ Exterior venting for eave areas: vents are clean and unobstructed
- \_\_\_ Gutters: no decay or rust, joints sealed, attached securely to structure, no bending or sagging, no sections of gutter or downspout missing, gutters clean \*, no mud deposits
- \_\_\_ Chimneys: straight, properly flashed, no evidence of damaged bricks or cracked joints, mortar/cement cap in good condition.

## Attic

- \_\_\_ No stains on underside of roofing, especially around roof penetrations (- Flashing)\*
- \_\_\_ No evidence of decay or damage to structure
- \_\_\_ Sufficient insulation and properly installed insulation \*
- \_\_\_ Adequate ventilation, clear path into attic for air flow through soffit vents, adequately sized gable end louvers, all ventilation operational
- \_\_\_ No plumbing, exhaust or appliance vents terminating in attic \*
- \_\_\_ No open electric splices (make sure your junction boxes are covered)\*
- \_\_\_ If any of the supports seem to be cracking or straining (common in older homes), they can be easily "sistered" or supported with a brace/bracket and another board\*
- \_\_\_ Ensure that the ladder is sturdy and attached properly

## Interior Rooms

- \_\_\_ Floors, walls, and ceiling appear straight, plumb, and level
- \_\_\_ No stains on floors/walls/ceilings
- \_\_\_ Flooring materials in good condition
- \_\_\_ No significant cracks in walls or ceilings



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- \_\_\_ Windows and exterior doors operate easily and latch properly, no broken glass, no sashes painted shut, no decay: windows and doors have weather stripping (obviously the 1920's bungalows, etc. with leaded glass, pulley open windows will be an exception)
- \_\_\_ Interior doors operate easily and latch properly, no damage or decay, no broken hardware
- \_\_\_ Paint, wall covering, and paneling in good condition – avoid glassy or satin paint except in bathrooms
- \_\_\_ Wood trim installed well and in good condition
- \_\_\_ Lights and switches operate properly\*
- \_\_\_ Fireplace: no cracking or damaged masonry, no evidence of back drafting (staining on fireplace façade), damper operates properly, flue has been cleaned, flue is lined
- \_\_\_ Replace burned out bulbs, making sure the bulbs match

Tips: If you replace carpet, go with a light, neutral solid color. Speckled carpet is no longer in style. Spring for a better pad and you can save on carpet. The pad is what makes carpet feel nice.

To repair cracks, I've been recommending MH Ready Patch. It dries relatively quickly, maintains slight flexibility (to avoid additional cracking) and looks the most like your original wall when painted. You will probably need a quart size.

### Kitchen

- \_\_\_ Working exhaust fan that is vented to the exterior of the building\*
- \_\_\_ GFCI protection for electrical outlets within 6 feet of the sink/s (plugs with the test & reset button/s)\*
- \_\_\_ Dishwasher: drains properly, doesn't leak, baskets & door spring operate properly
- \_\_\_ No leaks in pipes under sinks
- \_\_\_ Floor in cabinet under sink solid, no stains or decay
- \_\_\_ Water flow in sink adequate
- \_\_\_ No excessive rust or deterioration on garbage disposal or waste pipes (check cord cover/conduit - comes up a LOT)\*
  
- \_\_\_ Built-in appliances operate properly
- \_\_\_ Cabinets in good condition: doors & drawers operate properly

### Bathrooms

- \_\_\_ Working exhaust fan that does not terminate in the attic space
- \_\_\_ Adequate flow and pressure at all fixtures
- \_\_\_ Sink, tub, and shower drain properly \*
- \_\_\_ Plumbing and cabinet floor under sink in good condition
- \_\_\_ If sink is metal, it shows no signs of rust, overflow drain does not leak
- \_\_\_ Toilet operates properly
- \_\_\_ Toilet stable, no rocking around base \*
- \_\_\_ Caulking/grout in good condition: inside and outside of the tub and shower area\*



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- Tub or shower tiles secure, wall surface solid
- No stains or evidence of past leaking around base of bath or shower

Tip: To keep the shower glass and/or vessel sinks water/spot-free, coat them with Rain-X!

### Miscellaneous

- Cosmetic updating: metal colors match
- Cosmetic painting: all paint colors are neutral colors. We can help with colors!

Tip: Paint matching at a Sherwin Williams store is far superior to anywhere else.

### Safety

- Smoke and carbon monoxide detectors where required by local ordinances \*
- Stairway handrails, treads, and risers solid. Make sure the handrails terminate at the wall!
- Automatic garage door opener operators properly, stops properly for obstacles \*

### Plumbing

- Visible pipes: no damage, no evidence of leaks, no signs of stains on materials near pipes; drain pipes slope slightly down towards outlet to septic/sewage system
- Water heater: no signs of rust, vented properly, sized for adequate quantities of hot water for the number of bedrooms in the house. Should be 18" above the ground and have a functioning TP valve (that's \$5 part that can cost \$\$ later on!)
- Galvanized pipes no not restrict water flow \*

### Electrical

- Visible wiring: in good condition, no "knob and tube" wiring, no exposed splices, cables, secured and protected
- Breaker panel: adequate capacity, all cables attached to panel with cable connectors; fuses or breakers are not overheating, panel switches and hot wire/s are properly labeled \*
- Breaks should not be "double tapped"
- Appears to operate well throughout (good air flow on forced air systems)
- Flues: no open seams, slopes up to chimney connection
- Electrical outlets work properly

### HVAC

- No rush around cooling unit or condensation pan \*
- No combustion gas odor



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# LED WELL REALTY



*be led well.*

\_\_\_ Air filter(s) clean \*

\_\_\_ Ductwork in good condition (make sure the ducts aren't touching or compressed)\*

\_\_\_ Clean out condensate tubing \*

(Hint, have your HVAC Serviced and all of this should be taken care of)

**Please Note: This checklist should not be relied upon as a home inspection report, nor should it be considered a substitute for a home inspection.**

**This list is representative, but NOT exhaustive  
If you require a home inspection, contact a qualified and licensed home inspector in your area.**



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