

Repair & Cleaning Checklist

Front Door:

- o Newly painted
- o Doorbell operating
- o Door brass polished
- o Hinges oiled

Exterior of House:

- o House recently painted
- o Gutters recently cleaned
- o Exterior lights operating
- o Missing shingles replaced
- o Moss removed from roof

Windows:

- o Window trims painted
- o Windows operating freely
- o Cracked windowpanes replaced
- o Windows washed

Driveway:

- o Resurfaced
- o Potholes patched
- o Recently sealed

Patios:

- o Wood stained or painted
- o Fencing secure

Lawn:

- o Lawn in good condition
- o Grass mowed
- o Edges trimmed

Trees/Shrubs:

- o Dead branches pruned
- o Dead shrubs replaced
- o Overgrown shrubs pruned

Entry:

- o Entry lights operating
- o Floors cleaned
- o Closet cleaned
- o Closet light operating

Living Room:

- o Recently painted
- o Cracks in ceiling/walls repaired
- o Leaks repaired / watermarks covered
- o Wallpaper secured
- o Woodwork repainted
- o Curtains/drapes/blinds cleaned
- o Drapes/blinds opened
- o Carpets cleaned
- o Furniture positioned to show space

Kitchen:

- o Sink free of stains
- o No dripping faucets
- o Appliances in good working order
- o Walls, cabinets free of stains
- o Countertops cleared and cleaned
- o Pantry neatly arranged
- o Pantry hardware replaced
- o Refrigerator defrosted

Family Room:

- o Cracks in ceiling/walls repaired
- o Leaks repaired / watermarks covered
- o Wallpaper secured
- o Woodwork repainted
- o Windows washed
- o Curtains/drapes/blinds cleaned
- o Windows operating freely
- o Drapes/blinds opened
- o Carpets cleaned
- o Hobby supplies put away

Bedrooms:

- o Cracks in ceiling/walls repaired
- o Leaks repaired / watermarks covered
- o Wallpaper secured
- o Woodwork repainted
- o Windows washed
- o Curtains/drapes/blinds cleaned
- o Floor waxed/refinished
- o Carpets cleaned
- o Beds made
- o Laundry put away
- o Floor free from clutter

Basement:

- o Cracks in ceiling/walls repaired
- o No evidence of water penetration
- o Dampness removed
- o Cold water pipes covered
- o Dehumidifier installed
- o Sump pump installed
- o No musty odors
- o Drains cleared
- o Furnace cleaned
- o Storage neatly arranged
- o Excess storage removed
- o Floor swept
- o Light fixtures operating
- o Handrail secure
- o Stairway runner secure

Dining Room:

- o Cracks in ceiling/walls repaired
- o Leaks repaired / watermarks covered
- o Wallpaper secured
- o Woodwork repaired
- o Windows washed
- o Drapes/blinds open to view
- o Floor waxed/refinished
- o Carpets cleaned

Bathrooms:

- o Sink stains removed
- o Leaky faucets repaired
- o Grouting stains removed
- o All joints caulked
- o Missing tiles replaced
- o All fixtures operating
- o Floors cleaned
- o New shower curtain
- o All supplies stored
- o Guest towels