



INSPECTION PREP CHECKLIST FOR SELLERS

Help Your Home Inspection Go Smoothly

A pre-listing inspection can help sellers understand the condition of their home before going on the market. Use this checklist to help prepare the property, improve access, and reduce avoidable inspection concerns.



1. General Preparation

- Make sure all utilities are on: electric, gas, water, and any fuel supply.
- Replace burned-out light bulbs throughout the home.
- Test smoke alarms and carbon monoxide alarms.
- Replace missing or dead batteries in alarms.
- Clear clutter from floors, closets, mechanical rooms, attic access areas, and crawlspace access points.
- Unlock all doors, gates, sheds, garages, and utility areas.
- Remove pets or secure them away from inspection areas.
- Provide keys, remotes, or access codes for garages, gates, panels, and outbuildings.
- Leave paperwork available for recent repairs, permits, roof replacement, HVAC servicing, warranties, or contractor work.



2. Exterior

- Trim vegetation away from siding, windows, roof edges, and exterior equipment.
- Clear leaves, debris, and mulch away from the foundation and siding.
- Make sure gutters and downspouts are clear and properly connected.
- Extend downspouts away from the foundation where possible.
- Remove stored items from against the exterior walls.
- Check for loose siding, damaged trim, peeling paint, or missing caulk around openings.
- Make sure exterior outlets have covers.
- Confirm exterior lights are working.
- Clear access around decks, patios, porches, sheds, and detached garages.



3. Roof, Gutters & Drainage

- Remove debris from gutters, valleys, and roof edges if safely accessible by a professional.
- Check for visibly missing, damaged, or lifted shingles from the ground.
- Make sure downspouts do not discharge directly at the foundation.
- Check for signs of ponding water around the property.
- Correct obvious negative grading or mulch piled too high against siding where practical.
- Make sure roof, gutter, or chimney repairs are documented if recently completed.



4. Basement, Crawlspace & Foundation Areas

- Clear access to basement walls, crawlspace entry points, sump pumps, and mechanical equipment.
- Remove stored belongings from around the foundation walls.
- Make sure the sump pump is accessible and operational.
- Check for obvious moisture, staining, odors, or active leaks.
- Replace damaged or missing crawlspace access covers.
- Make sure crawlspace vents or access areas are not blocked.
- Do not freshly paint or cover foundation areas just to hide staining or cracks.



5. Plumbing

- Check under sinks for leaks, stains, or loose drain piping.
- Repair dripping faucets.
- Make sure toilets are securely mounted and flush properly.
- Check around toilets for loose flooring, staining, or moisture.
- Clear access to the water heater.
- Make sure the main water shutoff is accessible.
- Check that tubs, showers, and sinks drain properly.
- Replace missing or deteriorated caulk around tubs, showers, and sinks.
- Remove personal items from under sinks so plumbing can be viewed.



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6. Electrical

- Clear access to the main electrical panel.
- Do not block the panel with storage, furniture, shelving, or appliances.
- Replace missing cover plates at outlets, switches, and junction boxes.
- Check that GFCI outlets are installed where expected, such as kitchens, bathrooms, garages, basements, laundry areas, and exterior areas.
- Make sure light fixtures are securely mounted.
- Remove extension cords being used as permanent wiring.
- Make sure exposed wiring, open junction boxes, or loose fixtures are evaluated by a licensed electrician before listing.



7. Heating, Cooling & Water Heater

- Replace the HVAC filter.
- Clear access around the furnace, air handler, boiler, water heater, and electrical disconnects.
- Remove stored items from around mechanical equipment.
- Make sure the thermostat is working.
- Have the HVAC system serviced if it has not been serviced recently.
- Leave service records available.
- Clear vegetation and debris from around the exterior AC condenser.
- Make sure the water heater is accessible and not blocked by storage.
- Check for visible leaks, rust, or staining around mechanical equipment.



8. Attic

- Clear access to the attic hatch, pull-down stairs, or scuttle opening.
- Remove stored items blocking attic access.
- Make sure attic stairs or access panels can be safely opened.
- Do not cover or disturb insulation before the inspection.
- Check for signs of roof leaks, moisture staining, pest activity, or damaged insulation if visible from the access area.



9. Interior

- Open blinds, curtains, and window coverings where practical.
- Make sure windows open and close properly.
- Repair loose handrails, guardrails, and stair components.
- Check doors for proper operation.
- Replace missing door hardware where needed.
- Repair loose flooring, trip hazards, or damaged steps.
- Check for water stains on ceilings, walls, and around windows.
- Make sure fireplaces are accessible and clear of personal belongings.



10. Kitchen & Bathrooms

- Remove items from under sinks.
- Check cabinet floors for signs of leaks or staining.
- Test exhaust fans.
- Replace missing or damaged caulk around tubs, showers, countertops, and backsplashes.
- Make sure appliances that are staying with the home are accessible and operational.
- Clean the oven, cooktop, dishwasher, and range hood if included in the sale.
- Check for loose toilets, slow drains, dripping fixtures, or running toilets.



Keep access clear. Reduce surprises before listing.

Vivid Inspections is here to help.

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11. Garage

- Clear access to the walls, outlets, garage door opener, and electrical panel if located in the garage.
- Test the garage door opener.
- Make sure garage door safety sensors are installed and aligned.
- Remove stored items from around the water heater, furnace, or other equipment located in the garage.
- Check that the door between the garage and home closes properly.
- Replace missing weatherstripping where practical.



12. Decks, Porches & Railings

- Remove furniture, storage, or rugs that block deck surfaces.
- Check for loose railings, guardrails, stairs, or handrails.
- Look for visible wood decay, loose boards, or damaged fasteners.
- Make sure stairs and walking surfaces are clear and safe to access.
- Avoid quick cosmetic coverups that may hide deterioration.



13. Optional Systems & Add-On Areas

- Make sure pool and spa equipment is accessible.
- Remove covers if the pool or spa is expected to be inspected.
- Provide operating instructions for specialty systems.
- Clear access to irrigation controls, exterior faucets, wells, septic components, solar equipment, or other systems.
- Leave documentation available for radon mitigation systems, water treatment systems, generators, solar systems, or major upgrades.



14. Documents to Have Ready

- Roof replacement paperwork
- HVAC service records
- Water heater replacement information
- Electrical upgrade documentation
- Plumbing repair documentation
- Basement waterproofing information
- Radon mitigation paperwork
- Permits for additions, renovations, decks, finished basements, or major improvements
- Appliance manuals or warranty information
- Pest treatment or WDO documentation
- Chimney, fireplace, or wood stove service records



15. Important Seller Reminder



A pre-listing inspection is not about making the home perfect. It is about understanding the home's condition before buyers do. Addressing basic maintenance, improving access, and gathering repair records can help reduce surprises, build buyer confidence, and make the selling process smoother.

Do not attempt repairs that require a licensed professional unless properly qualified. Electrical, plumbing, roofing, structural, HVAC, chimney, and environmental concerns should be evaluated by the appropriate professional.

