

PRE-EXCHANGE CHECKLIST

ELECTRICALS

Check to see that the following are all working:

- Switchboard
- Light Fittings
- Doorbell
- Ceiling Fans
- Exhaust Fans
- Heating Units and/or AC Units
- Garage Door & External Gates

APPLIANCES

Check to see that the following are all working:

- Dishwasher
- Oven
- Gas Connection
- Rangehood
- Stove Top
- Any other appliances that are included in the contract

LANDSCAPING

Make sure the following have been maintained:

- Garden Beds
- Lawns
- Courtyards, Terraces, and Patios
- External Taps

FIXTURES

Check to see that the following are all working:

- All Taps (Hot & Cold Water)
- All Toilets
- All Basins (check for leaks)
- Washing Machine Taps

WINDOW DRESSINGS

(If included) check that:

- They are still covering the windows
- Any excluded dressings have been taken down

DOORS AND WINDOWS

Make sure:

- Every door locks, unlocks, and closes properly
- Every window locks, unlocks, and closes properly
- Every door handle or knob can turn and is properly attached

RUBBISH BINS

Check that:

- All rubbish bins are present
- All rubbish bins are in good condition

OTHERS

Check that any items that were included in the contract as part of the sale of the property, like furniture, are still present.

Also inspect:

- Hot Water System
- Pool and Pool Pump (if applicable)
- Gas Meter
- Smoke Detector
- Telephone Lines