

OPEN FOR INSPECTION CHECKLIST* - Print and use this checklist at each property inspection you make to ensure you take note of all the necessary information.

ADDRESS

Auction date and agency

Agent's name

Agent's phone numbers

Inspection dates/times

Sale price/expected auction price \$

Price negotiable y n

Any offers already made y n

GENERAL

Any property inspections undertaken y n

Any existing approved extension plans y n

Any restrictions on pets y n

Any rising damp y n

How many storeys/levels

Land size/floor size

Proximity to transport/schools/shops

Room to extend/add another storey y n

Year the house was built

BEDROOMS

	1	2	3	4
Air conditioning	<input type="checkbox"/> y <input type="checkbox"/> n			
Balcony/terrace	<input type="checkbox"/> y <input type="checkbox"/> n			
Built-ins	<input type="checkbox"/> y <input type="checkbox"/> n			
Ceiling fans	<input type="checkbox"/> y <input type="checkbox"/> n			
Ensuite	<input type="checkbox"/> y <input type="checkbox"/> n			
Fireplace	<input type="checkbox"/> y <input type="checkbox"/> n			
Satisfactory flooring	<input type="checkbox"/> y <input type="checkbox"/> n			
Acceptable paintwork	<input type="checkbox"/> y <input type="checkbox"/> n			
Walk-in robe	<input type="checkbox"/> y <input type="checkbox"/> n			

BATHROOMS

Bath	<input type="checkbox"/> y <input type="checkbox"/> n			
Cupboard space	<input type="checkbox"/> y <input type="checkbox"/> n			
Ensuite	<input type="checkbox"/> y <input type="checkbox"/> n			
Satisfactory flooring	<input type="checkbox"/> y <input type="checkbox"/> n			
Shower	<input type="checkbox"/> y <input type="checkbox"/> n			
Tiled/painted	<input type="checkbox"/> y <input type="checkbox"/> n			
Vanity	<input type="checkbox"/> y <input type="checkbox"/> n			
Ventilation fan	<input type="checkbox"/> y <input type="checkbox"/> n			

KITCHEN

Cooktop gas y n

Cooktop electric y n

Cupboard space y n

Dishwasher y n

Eat-in y n

Garbage disposal chute y n

Hot water gas y n

Hot water electric y n

Oven gas y n

Oven electric y n

Phone connection y n

Rangehood y n

Size

Flooring

No. of power points

LIVING AREAS

	Lounge	Dining	Family	Sunroom
Size	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Balcony	<input type="checkbox"/> y <input type="checkbox"/> n			
Fireplace	<input type="checkbox"/> y <input type="checkbox"/> n			
Satisfactory flooring	<input type="checkbox"/> y <input type="checkbox"/> n			
Heating	<input type="checkbox"/> y <input type="checkbox"/> n			
Phone connection	<input type="checkbox"/> y <input type="checkbox"/> n			
Power points (No.)	<input type="checkbox"/> y <input type="checkbox"/> n			
Smoke detectors	<input type="checkbox"/> y <input type="checkbox"/> n			
Storage space	<input type="checkbox"/> y <input type="checkbox"/> n			

OUTDOORS

	Condition
Driveway/condition	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Fencing/walls	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Garage/carport	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Garden landscaped	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Pool	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Roofing	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Security locks	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Security grilles/bars	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Verandah/deck	<input type="checkbox"/> y <input type="checkbox"/> n <input type="text"/>
Rear yard size/condition	<input type="text"/>
Rear yard faces(direction)	<input type="text"/>

