

Buying Smart Checklist

Special Features/Extras

Outdoor Amenities

- deck garden outdoor lighting, outlets patio play/game area work area
 pool porch protected entries sprinkler system other: _____

Indoor Amenities

Built-in-furniture _____

Built-in-systems:

- cable TV intercom security smoke detector
 stereo phone jacks vacuum
 other: _____

Fireplace(s) _____

Air-conditioning _____

List additional furnishings included in the price of the home:

Included appliances: (Rate the following appliances as to type, size, age, and condition.):

	Excellent	Good	Fair	Poor
Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Washer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dryer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garbage disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Freezer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microwave oven	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refrigerator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trash compactor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air-conditioner(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wood stove(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Special Financing

Is special financing available? yes no If yes, what type? _____

Marketability

If you plan to keep the house you buy for some time, will this property accommodate your future needs? yes no

If you expect to live here for a limited time, does this house and neighborhood have the features and appeal to make it easy to sell?

- yes no

Based on the results of your survey of the community and neighborhood and your evaluation of this house, are the chances of the house increasing in value: excellent good fair poor uncertain

Summary

	Excellent	Good	Fair	Poor		Excellent	Good	Fair	Poor
Exterior					Utilities				
Street	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
House	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heating/cooling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior					Overall energy efficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special Features/Extras				
Storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outdoor amenities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indoor amenities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Construction					Special financing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inside	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Outside	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Buying Smart Checklist

Address _____

Asking price _____ Original asking price _____

How long on market _____ When available _____

Broker's name _____ Phone _____

Exterior

Street

	Excellent	Good	Fair	Poor
Attractiveness (clean, well-maintained lawns, buried utilities, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience (to major streets, stores, schools, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety (little traffic, nearby hydrant, fire alarm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driveway (condition, negotiability, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Site

Lot size: _____' frontage x _____' depth _____ acre(s) Zoned _____

Landscaping:

Amount	<input type="checkbox"/> excessive	<input type="checkbox"/> ample	<input type="checkbox"/> some	<input type="checkbox"/> none
Quality	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
Required maintenance	<input type="checkbox"/> professional	<input type="checkbox"/> much	<input type="checkbox"/> some	<input type="checkbox"/> little
Drainage	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor

Parking (number of spaces available):

On-street _____ Off-street _____ Carport _____ Free-standing garage _____ Attached garage _____ Seasonal issues _____

Orientation/Privacy:

- House presents an attractive appearance to the street/main approach
- Far enough back/sufficiently landscaped to assure privacy, insulation from street noise
- Sufficiently separated from neighbors by space, plantings, terrain, etc.
- Outdoor recreation/entertainment areas

Energy Check:

Southern exposure yes no
 Shielded from winds yes no
 Shape of house square (easiest to heat) L-shaped/other

House Exterior

Overall appeal in relation to neighboring houses superior equal inferior

Architectural style _____ Age _____ No. of floors _____

Structural condition excellent good fair poor

Problems _____

Major building materials _____

	Excellent	Good	Fair	Poor
General condition (first impression)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequacy and condition of gutters and downspouts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condition of windows, doors, outer sills, jambs and caulked joints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storms and screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional structures (e.g., tool shed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Buying Smart Checklist

Interior

Layout

Total no. of sq.ft. _____ Total no. of rooms _____, including _____ bedrooms and _____ baths

Floor plan: (Rate as to whether rooms are of adequate size; living areas, logically and coherently arranged; stairs and halls, conveniently placed.)

excellent good fair poor

Are the larger window areas and major living spaces arranged for maximum views, privacy, desired sun orientation?

yes no

Storage

Closets (number and size) _____

Additional storage: attic basement garage shed utility room

Conditions

Rate the interior, as a whole, against your taste and requirements:

	Acceptable	Conditional	Unacceptable		Acceptable	Conditional	Unacceptable
General style	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bathrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Halls/stairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Main entrance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Basement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foyer/entrance hall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Attic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Living room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dining room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wall space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family/recreation room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Carpeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laundry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Color scheme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Master bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Natural lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Construction

Inside	Excellent	Good	Fair	Poor
Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workmanship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Outside	Excellent	Good	Fair	Poor
Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workmanship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Energy Check:

- attic insulation (measure with ruler; check for gaps, leaks, moisture)
- wall insulation (check thickness and type)
- basement insulation (inspect where concrete ends and first floor begins)
- caulking/weather stripping

Windows and panes: _____ triple-glazed _____ screens

_____ insulated shades/shutters _____ storm windows

Buying Smart Checklist

Utilities

Plumbing

					Excellent	Good	Fair	Poor
Drains	<input type="checkbox"/> free-running				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water supply	<input type="checkbox"/> private well	<input type="checkbox"/> city system			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pipe	<input type="checkbox"/> cast-iron	<input type="checkbox"/> steel/brass	<input type="checkbox"/> copper	<input type="checkbox"/> plastic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faucets	<input type="checkbox"/> good pressure	<input type="checkbox"/> low noise	<input type="checkbox"/> quick-drawing	<input type="checkbox"/> single-handle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water softener	<input type="checkbox"/> owned	<input type="checkbox"/> rented			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water heater	<input type="checkbox"/> type _____		<input type="checkbox"/> age _____	<input type="checkbox"/> under warranty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage disposal	<input type="checkbox"/> septic tank	<input type="checkbox"/> city system			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bathroom fixtures	<input type="checkbox"/> pressed steel	<input type="checkbox"/> fiberglass	<input type="checkbox"/> iron/porcelain		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilets	<input type="checkbox"/> old-style	<input type="checkbox"/> contemporary	<input type="checkbox"/> water-saving		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electrical

Wiring	<input type="checkbox"/> knob & tube	<input type="checkbox"/> romex	<input type="checkbox"/> flex	<input type="checkbox"/> rigid conduit	<input type="checkbox"/> circuit breakers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total amperage	<input type="checkbox"/> 100	<input type="checkbox"/> 125	<input type="checkbox"/> 150	<input type="checkbox"/> other _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
220-volt wiring to	<input type="checkbox"/> kitchen	<input type="checkbox"/> laundry	<input type="checkbox"/> workroom	<input type="checkbox"/> other _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequate lighting	<input type="checkbox"/> work areas	<input type="checkbox"/> baths	<input type="checkbox"/> kitchen	<input type="checkbox"/> halls, closets		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sufficient outlets	<input type="checkbox"/> counter-height, baths & work areas				<input type="checkbox"/> some switched plugs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Heating/Cooling

Fuel supply	<input type="checkbox"/> oil	<input type="checkbox"/> electric	<input type="checkbox"/> gas	<input type="checkbox"/> coal				
Heating method	<input type="checkbox"/> hot-water	<input type="checkbox"/> forced hot air	<input type="checkbox"/> baseboard					
Age of system _____	<input type="checkbox"/> under warranty	<input type="checkbox"/> recently serviced						
Air-conditioning	<input type="checkbox"/> window units (number _____)	<input type="checkbox"/> central	<input type="checkbox"/> gas	<input type="checkbox"/> electric				
Average cost:	Winter _____		Summer _____					

Energy check:

- furnace (check efficiency — 80% is excellent)
- solar (active system — check for leaks, proper installation)
- wood stoves (check for proper installation, placement, creosote buildup)
- Is supplementary heating needed? yes no

Repairs/Inspections

Areas/items that need immediate attention _____

Which of the following inspections will you need/want?

Keep in mind that many areas require certain inspections and that the results may affect the lists above:

- | | |
|--|--|
| <input type="checkbox"/> municipal building-code department inspection | <input type="checkbox"/> termites, insects, dry rot, pests |
| <input type="checkbox"/> inspection for financing | <input type="checkbox"/> soil |
| <input type="checkbox"/> general building inspection contracted by you | <input type="checkbox"/> structures |
| <input type="checkbox"/> pool, spa, other specific equipment _____ | <input type="checkbox"/> environmental |
| <input type="checkbox"/> specific utility _____ | <input type="checkbox"/> septic, in-ground oil tank, well |
| _____ | <input type="checkbox"/> roof |