



# Market Ready Checklist

SECTION I - CONTACT INFORMATION

SERVICE TECH NAME:
SERVICE TECH PHONE:
SERVICE TECH EMAIL:

PROPERTY ADDRESS:	ELECTRICITY:
	GAS:
DATE OF REQUEST:	WATER:

SECTION II - LIST OF ITEMIZED WORK OBSERVED

EXTERIOR OF HOME	BEDROOMS
EXTERIOR PAINT & TRIM	DRYWALL/TEXTURE/PAINT
POWER WASHED OR PAINTED	ALL LIGHTBULBS WORK
DOORS OPEN CLOSE & LOCK	LIGHTS/FANS/ELECTRIC
ALL DOORS HAVE DOORSTOPS	FLOOR COVERINGS
WINDOWS & SLIDING DOOR(S) OPEN CLOSE & LOCK	DOORS OPEN CLOSE & LOCK SWITCHES/OUTLETS GOOD
SCREENS & SCREEN DOOR(S)	NO MISSING WHITE SCREWS
NO BROKEN WINDOWS	BLINDS ARE OPEN AND UNTANGLED
ROOF/CHIMNEY WATERTIGHT	CLOSET(S) HAVE POLES AND DOORS WORK
GUTTERS WORKING PROPERLY	<b>GARAGE</b>
FOUNDATION & VENT SCREEN	DOORS/KNOBS, OPEN/CLOSE/LATCH/LOCK
HOSE BIBS FUNCTION & DON'T LEAK	SWITCHES/OUTLETS GOOD GFCI TESTED
NO TRASH ON GROUND	LIGHTS WORK
NO PERSONAL PROPERTY HANGING	GARAGE DOOR OPENER WORKS AND SAFETY TESTED
LAWN LOOKS GOOD	HOT WATER HEATER WORKING
ALL IRRIGATION WAS TESTED	WATER HEATER 3 STRAPPED
HVAC IS FUNCTIONAL	BROOM SWEEPED OR WASHED
OUTBUILDINGS SECURE & FUNCTIONAL	
GATE IS LOCKED	
ALL LOCKS KEYED TO ONE KEY	
POOLS/PUMPS WERE TESTED AS FUNCTIONAL	
ENTRYWAY AND LIVING SPACE	
FRONT DOOR HANDLE FRESH	NO STICKERS ON WINDOWS
FRONT DOOR AND CASING FRESH, PAINTED OR WASHED	FLOOR COVERINGS DOORS OPEN CLOSE & LOCK
THRESHOLD PAINTED BLACK	SWITCHES/OUTLETS GOOD
DOORBELL WORKS	NO MISSING WHITE SCREWS
DRYWALL/TEXTURE/PAINT	ALL WINDOW VALANCES GOOD
LIGHTS/FANS IN PLACE AND TESTED	BLINDS ARE OPEN AND UNTANGLED CLOSET(S) HAVE POLES AND DOORS WORK
ALL LIGHTBULBS WORK	ALARM DISABLED
THERMOSTATS HEATS & COOLS	FIREPLACE WORKS
HVAC FILTERS NEW	
CO DETECTOR INSTALLED	
SMOKEY IN BEDROOMS AND HALL WITH FRESH BATTERIES	

BATHROOMS	
FAUCETS WORK	DOORS OPEN CLOSE & LOCK
SINK DOESN'T LEAK	LIGHTS/FANS/ELECTRIC
NO WATER DAMAGE UNDER SINK	FLOOR COVERINGS
DRYWALL/TEXTURE/PAINT	SWITCHES/OUTLETS GOOD
SHOWERS WORK AND DRAIN PROPERLY AFTER 5 MINUTES	NO MISSING WHITE SCREWS BLINDS ARE OPEN AND UNTANGLED
FLUSHED ALL TOILETS AND TESTED	
ALL CABINET DOORS AND DRAWERS OPEN & CLOSE	
KITCHEN AND DINING ROOM	
STAINLESS PULLOUT FAUCET	SWITCHES/OUTLETS GOOD
SINK DOESN'T LEAK	ALL CABINET/DOORS, DRAWERS OPEN & CLOSE
NO WATER DAMAGE UNDER SINK	COUNTERTOPS LOOKS GOOD
DRYWALL/TEXTURE/PAINT	GARBAGE DISPOSAL WORKS
LIGHTS/FANS/ELECTRIC	DISHWASHER RAN FULL CYCLE
FLOOR COVERINGS	RANGE BURNERS/OVEN WORK
DOORS OPEN CLOSE & LOCK	MICROWAVE WORKS AND VENT WORKS
SINK IS RESTORED OR NEW	
CONSTRUCTION AND LISTING INVENTORY	
MLS BOX SERIAL NUMBER	
SIGN NUMBER INSTALLED	
CONTRACTOR BOX NUMBER	
GATE LOCK NUMBER	
ELECTRICAL PANEL LOCK	

SECTION III - COMMENTS

SECTION IV - TRADES CONTACTED FOR FOLLOWUP