

# Market Ready Checklist

SECTION I - CONTACT INFORMATION

|                                          |
|------------------------------------------|
| SERVICE TECH NAME: Brittny Cannon        |
| SERVICE TECH PHONE: 5555555555           |
| SERVICE TECH EMAIL: brittny@homerock.com |

|                                       |                  |
|---------------------------------------|------------------|
| PROPERTY ADDRESS: 2303 DUNTOV DRIVE A | ELECTRICITY: YES |
|                                       | GAS: YES         |
| DATE OF REQUEST: 04/15/2025           | WATER: NO        |

SECTION II - LIST OF ITEMIZED WORK OBSERVED

| EXTERIOR OF HOME                                 |   | BEDROOMS                                   |   |
|--------------------------------------------------|---|--------------------------------------------|---|
| EXTERIOR PAINT & TRIM                            | 1 | DRYWALL/TEXTURE/PAINT                      | ✓ |
| POWER WASHED OR PAINTED                          | 2 | ALL LIGHTBULBS WORK                        | ✓ |
| DOORS OPEN CLOSE & LOCK                          | 3 | LIGHTS/FANS/ELECTRIC                       | ✓ |
| ALL DOORS HAVE DOORSTOPS                         | ✓ | FLOOR COVERINGS                            | ✓ |
| WINDOWS & SLIDING DOOR(S)                        | ✓ | DOORS OPEN CLOSE & LOCK                    | ✓ |
| 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                         | ✓ | GARAGE                                     |   |
| 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

needs water on  
needs mow  
needs cleaning  
fence needs repair- in house just the slats

SECTION IV - TRADES CONTACTED FOR FOLLOWUP