

Final Walkthrough Checklist: Buyer Gate Before Closing

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Walkthrough

WALKTHROUGH DATE

WALKTHROUGH TIME

CLOSING DATE

PROPERTY ADDRESS

BUYER NAMES

BUYER AGENT

OCCUPANCY AT THIS WALK

POSSESSION UNDER THE CONTRACT

AGREED REPAIR ITEMS

☐ Buyer agent present

Agreed repairs

Item	OK	Defect	N/A	Notes
Requested repairs have been made	☐	☐	☐	
Completed work matches the written agreement	☐	☐	☐	
Paid bills for agreed work are in hand	☐	☐	☐	
Warranties for completed repair work are in hand	☐	☐	☐	
Unfinished repair is credited in writing	☐	☐	☐	
Lender-required repairs are done or documented	☐	☐	☐	

No new damage

Item	OK	Defect	N/A	Notes
No major unexpected change since last viewed	☐	☐	☐	
No new damage after furniture was moved out	☐	☐	☐	
No new leaks or water stains	☐	☐	☐	
Screens and storm windows in place or stored onsite	☐	☐	☐	
Plants and shrubs have not been removed from the yard	☐	☐	☐	
Required spaces were opened	☐	☐	☐	

Vacant and broom-clean

Item	OK	Defect	N/A	Notes
Seller personal items removed from living space	☐	☐	☐	

Garage, attic, basement, and yard cleared	☐	☐	☐	_____
Debris and trash removed	☐	☐	☐	_____
Broom-clean if the contract required it	☐	☐	☐	_____
Refrigerator and cabinets emptied of seller contents	☐	☐	☐	_____
House vacant if the contract required vacant delivery	☐	☐	☐	_____

Keys and remotes

Item	OK	Defect	N/A	Notes
House keys for exterior doors	☐	☐	☐	_____
Mailbox key or cluster-box code	☐	☐	☐	_____
Garage door opener remotes	☐	☐	☐	_____
Gate, HOA, or fob access	☐	☐	☐	_____
Alarm remotes and codes	☐	☐	☐	_____
Instruction books and appliance warranties on site	☐	☐	☐	_____

Systems on

Item	OK	Defect	N/A	Notes
Electric, gas, and water are on	☐	☐	☐	_____
Heating and air conditioning operate	☐	☐	☐	_____
Water heater is heating	☐	☐	☐	_____
Included appliances operate	☐	☐	☐	_____
Doorbell, intercom, and alarm operate	☐	☐	☐	_____

Inclusions

Item	OK	Defect	N/A	Notes
Lighting fixtures still on site	☐	☐	☐	_____
Draperies or window treatments that conveyed	☐	☐	☐	_____
Appliances named in the contract still on site	☐	☐	☐	_____
Other listed inclusions still on site	☐	☐	☐	_____
No unexpected fixture removal	☐	☐	☐	_____

Occupancy and possession

Item	OK	Defect	N/A	Notes
Occupancy matches the purchase contract	☐	☐	☐	_____

Possession date matches the contract	☐	☐	☐	_____
Certificate of occupancy if newly constructed	☐	☐	☐	_____
Tenant remaining only on agreed terms	☐	☐	☐	_____
Ready to receive keys when closing finalizes	☐	☐	☐	_____

Open items and sign-off

OPEN ITEMS OR CREDITS

ACTION

BUYER SIGNATURE

BUYER AGENT SIGNATURE

TIME SIGNED

Reference only. Verify against local codes, a licensed inspector or a qualified contractor.