New build snagging checklist

CHECKLIST

Room by room. Tick each item, and note the location of anything that needs fixing.

Property / plot		**Developer**	
Inspected by		**Date**	

What to bring

Check	OK	Action	N/A	Notes / location
This checklist, printed, and a pen	☐	☐	☐	
Phone with plenty of storage and battery for photos	☐	☐	☐	
Torch, for cupboards, the loft and under sinks (not for judging wall finishes)	☐	☐	☐	
Spirit level (a 600 mm one is enough)	☐	☐	☐	
Tape measure	☐	☐	☐	
Plug-in socket tester	☐	☐	☐	
Phone charger or small lamp to test sockets if you have no tester	☐	☐	☐	
Masking tape or low-tack stickers to mark snags for the trades	☐	☐	☐	
Step ladder, if the developer allows you to use it on site	☐	☐	☐	
Coin or marble to check floor falls in wet rooms	☐	☐	☐	
Your plans and specification, to check what you were promised	☐	☐	☐	

Outside: walls and elevations

Check	OK	Action	N/A	Notes / location
Brickwork clean, no mortar smears, splashes of paint or render	☐	☐	☐	
Mortar joints full and even; no gaps, especially under sills and around frames	☐	☐	☐	
No cracked or chipped bricks, blocks or stone	☐	☐	☐	
Render even, no cracks, no hollow-sounding patches	☐	☐	☐	
Weep vents present above windows and doors where the design has them	☐	☐	☐	
Air bricks clear, not blocked by soil, paving or render	☐	☐	☐	
Damp proof course visible and not bridged by soil, paths or patios (typically 150 mm above ground)	☐	☐	☐	
Cladding fixed, straight and undamaged	☐	☐	☐	
Sealant around window and door frames continuous, neat and the right colour	☐	☐	☐	
External lights, doorbell and outside socket working	☐	☐	☐	
Meter boxes closed, undamaged and labelled	☐	☐	☐	

Roof, gutters and drainage

Check	OK	Action	N/A	Notes / location
Roof tiles or slates straight, none cracked, slipped or missing (look from the garden and street)	☐	☐	☐	
Ridge and hip tiles fixed and mortar or dry-fix caps complete	☐	☐	☐	
Lead flashings and soakers in place around chimneys, dormers and abutments	☐	☐	☐	
Fascias and soffits fixed, undamaged and clean	☐	☐	☐	

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Check	OK	Action	N/A	Notes / location
Gutters fixed, joints sealed, falling towards downpipes, free of debris	☐	☐	☐	
Downpipes fixed to the wall and discharging into drains or gullies, not onto paths	☐	☐	☐	
Gully grids and inspection chamber covers in place and level with paving	☐	☐	☐	
Ventilation tiles or vents present where specified	☐	☐	☐	

Garden, drive and boundaries

Check	OK	Action	N/A	Notes / location
Drive and paths level, no cracked slabs, loose blocks or rocking edging	☐	☐	☐	
Paving falls away from the house; no standing water by doors	☐	☐	☐	
Steps even, with handrails where needed	☐	☐	☐	
Fences complete, upright and the type and height shown on your plan	☐	☐	☐	
Gates open, close and latch	☐	☐	☐	
Turf laid evenly and topsoil free of building rubble (dig in a spade in a few places)	☐	☐	☐	
Garden boundaries match the plot plan	☐	☐	☐	
Outside tap working and not dripping	☐	☐	☐	
Bin store and shed, if included, complete	☐	☐	☐	

Front door and entrance

Check	OK	Action	N/A	Notes / location
Door opens and closes without catching; no draughts around the edges	☐	☐	☐	
Locks and multipoint mechanism work with every key supplied	☐	☐	☐	
Letterbox, house number, spyhole and door chain fitted if specified	☐	☐	☐	
Threshold sealed and not damaged; no daylight under the door	☐	☐	☐	
Door finish free of scratches and dents	☐	☐	☐	
Porch canopy fixed and sealed to the wall	☐	☐	☐	

Hall, stairs and landing

Check	OK	Action	N/A	Notes / location
Walls and ceilings flat and even in natural daylight from a couple of metres away	☐	☐	☐	
No cracks, nail pops or patchy paint	☐	☐	☐	
Stairs firm with no creaks, treads level, nosings undamaged	☐	☐	☐	
Handrail and balustrade secure, with no wobble; spindle gaps consistent	☐	☐	☐	
Smoke alarms fitted on each floor and working (press the test button)	☐	☐	☐	
Under-stairs cupboard finished, door fitted, light working if specified	☐	☐	☐	
Skirting boards and architraves fixed, mitres tight, caulked and painted	☐	☐	☐	
Consumer unit (fuse board) accessible, labelled and with a cover	☐	☐	☐	

Kitchen

Check	OK	Action	N/A	Notes / location
Units level, doors and drawers aligned, closing softly where specified	☐	☐	☐	
No chips or scratches on doors, worktops, plinths or end panels	☐	☐	☐	
Worktop joints tight and sealed; sealant between worktop and wall continuous	☐	☐	☐	
Sink and taps: hot and cold the right way round, no drips, drains quickly, no leaks underneath	☐	☐	☐	
Hob, oven and extractor work; extractor vents outside if specified	☐	☐	☐	
Appliances fitted as specified (check model numbers) and with manuals	☐	☐	☐	
Tiling even, grout complete, no cracked tiles, cut tiles neat at edges	☐	☐	☐	
Enough sockets as promised; all work; spur switches labelled	☐	☐	☐	
Flooring laid flat, no lifting edges or gaps at thresholds	☐	☐	☐	
Washing machine and dishwasher connections present and capped if not fitted	☐	☐	☐	

Utility room

Check	OK	Action	N/A	Notes / location
Units and worktop as kitchen: level, sealed, undamaged	☐	☐	☐	
Sink, taps and waste work with no leaks	☐	☐	☐	
Space and connections for washing machine and dryer; vent outlet for dryer if specified	☐	☐	☐	
Extractor fan works	☐	☐	☐	
Boiler or cylinder, if here, has clear access and its paperwork	☐	☐	☐	

Living, dining and other rooms

Check	OK	Action	N/A	Notes / location
Walls, ceilings and cornices flat and evenly painted; no cracks or nail pops	☐	☐	☐	
Floors level (use the spirit level), no squeaks or bounce	☐	☐	☐	
Internal doors open, close and latch without catching; gaps even all round	☐	☐	☐	
Door handles, hinges and stops tight	☐	☐	☐	
Windows open, close, lock and restrict where fitted; seals intact, no condensation between panes	☐	☐	☐	
Window boards fitted and sealed; reveals finished	☐	☐	☐	
Every socket and switch works; plates straight and undamaged	☐	☐	☐	
TV, data and phone points present where shown on plans	☐	☐	☐	
Radiators warm across the whole surface, valves work, no drips	☐	☐	☐	
Fireplace or flue, if any, finished and with its certificate	☐	☐	☐	

Bedrooms

Check	OK	Action	N/A	Notes / location
Same checks as living rooms: walls, ceilings, floors, doors, windows, sockets, radiators	☐	☐	☐	
Fitted wardrobes level, doors aligned, rails and shelves secure	☐	☐	☐	
Escape windows on upper floors open wide enough and are not obstructed	☐	☐	☐	
Carpet, if included, fitted tight to the skirting and joined neatly	☐	☐	☐	

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Check	OK	Action	N/A	Notes / location
Loft hatch, if in a bedroom or landing, opens and closes and is draught-sealed	☐	☐	☐	

Bathrooms and en-suites

Check	OK	Action	N/A	Notes / location
Bath, shower tray, basin and WC firmly fixed; no movement when you sit or step in	☐	☐	☐	
Sealant continuous around bath, shower tray, basin and worktops; no gaps or mould	☐	☐	☐	
Taps run hot and cold the correct way, with good pressure; no drips	☐	☐	☐	
Shower runs at an even temperature; screen or door sealed and closes properly	☐	☐	☐	
Water drains quickly from bath, basin and shower; wet-room floors fall to the drain	☐	☐	☐	
WC flushes fully, refills and stops; seat and lid secure	☐	☐	☐	
No leaks under basins or behind bath panels (look with a torch)	☐	☐	☐	
Tiling level, grout complete, no cracked or hollow tiles	☐	☐	☐	
Extractor fan runs, including overrun after the light goes off if specified	☐	☐	☐	
Shaver socket, lighting and heated towel rail work	☐	☐	☐	
Bath panel fixed and access panel present for the waste trap	☐	☐	☐	

Loft

Check	OK	Action	N/A	Notes / location
Insulation laid evenly to the depth specified, with no gaps at the eaves or around the hatch	☐	☐	☐	
Eaves ventilation not blocked by insulation	☐	☐	☐	
No daylight through the roof covering; underlay intact	☐	☐	☐	
Water tanks, if any, insulated with lids fitted	☐	☐	☐	
Pipes in the loft lagged	☐	☐	☐	
Boarding and loft ladder, if specified, fitted	☐	☐	☐	
Extractor ducts connected to vents, not discharging into the loft	☐	☐	☐	

Garage

Check	OK	Action	N/A	Notes / location
Garage door opens, closes and locks smoothly; does not scrape the frame	☐	☐	☐	
Remote controls, if electric, work	☐	☐	☐	
Floor finished and free of large cracks	☐	☐	☐	
Lights and sockets work	☐	☐	☐	
Door from house to garage, if any, self-closing and fire-rated as specified	☐	☐	☐	
Car charge point, if included, installed and documented	☐	☐	☐	

Services: electrics, plumbing and heating

Check	OK	Action	N/A	Notes / location
Consumer unit labelled; RCD test button trips and resets	☐	☐	☐	

Check	OK	Action	N/A	Notes / location
Every socket tested with a tester or phone charger	☐	☐	☐	
Every light works, including outside, cupboard and extractor lights	☐	☐	☐	
Smoke and heat alarms present and working, interlinked if specified	☐	☐	☐	
Carbon monoxide alarm fitted in any room with a fuel-burning appliance such as a boiler or stove	☐	☐	☐	

Services: electrics, plumbing and heating

Check	OK	Action	N/A	Notes / location
Stopcock located, labelled and turns	☐	☐	☐	
Water meter location known and reading taken	☐	☐	☐	
Every tap and outlet run for a couple of minutes; no leaks or knocking pipes	☐	☐	☐	
Hot water arrives at every tap within a reasonable time	☐	☐	☐	

Services: electrics, plumbing and heating

Check	OK	Action	N/A	Notes / location
Boiler or heat pump runs; you have been shown how to use the controls	☐	☐	☐	
Thermostat and programmer work; each radiator or underfloor zone heats	☐	☐	☐	
Radiator valves turn and thermostatic heads respond	☐	☐	☐	
Hot water cylinder, if any, heats and is labelled	☐	☐	☐	
Gas meter reading taken	☐	☐	☐	

Windows and doors throughout

Check	OK	Action	N/A	Notes / location
Every window opens, closes and locks; keys supplied for each lock	☐	☐	☐	
Trickle vents present and opening where fitted	☐	☐	☐	
No scratches, cracked panes or failed seals (misting between panes)	☐	☐	☐	
Restrictors fitted on upper-floor windows where specified	☐	☐	☐	
Patio and bifold doors run smoothly, lock and seal with no draughts	☐	☐	☐	
Internal doors: even gaps, no rubbing, latch catches, fire doors self-close where required	☐	☐	☐	

Paperwork and certificates

Check	OK	Action	N/A	Notes / location
Warranty certificate and policy document (for example NHBC Buildmark, Premier Guarantee or LABC Warranty)	☐	☐	☐	
Building regulations completion certificate, or confirmation of when it will follow	☐	☐	☐	
Energy Performance Certificate	☐	☐	☐	
Electrical installation certificate	☐	☐	☐	
Gas safety and boiler commissioning records, if there is gas	☐	☐	☐	
Heat pump or renewables commissioning and registration paperwork, if fitted	☐	☐	☐	
Appliance manuals and guarantees	☐	☐	☐	
Home user guide, including the developer's after-sales and emergency contacts	☐	☐	☐	

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Check	OK	Action	N/A	Notes / location
Meter readings at completion (electricity, gas, water)	☐	☐	☐	
Keys: count them against the list for every door and window	☐	☐	☐	