



Pre-Inspection Checklist for Sellers

Your home is scheduled to be inspected by Hepburn Home Inspections. To help ensure a complete and thorough inspection, we ask that the seller take the following steps prior to the inspection. Doing so helps avoid inaccessible areas or systems that could require a return visit to complete the inspection.

Questions? Call or text Cliff Hepburn @ 802-267-4401.

Attic Access

- Please ensure attic access is not obstructed.
- If the attic is equipped with pull-down stairs, keep the area below clear to allow the stairs to fully extend and operate safely.
- If the attic is accessed through a ceiling hatch, maintain adequate clear floor space below the opening for safe ladder placement.
- If attic access is located within a closet or other tight quarters, remove any items that could prevent a stepladder from being safely positioned beneath the access opening.

Electrical Panel(s)

- **Clear Access:** Remove any items stored in front of the electrical panel. A minimum clear working space of approximately 30 inches wide and 36 inches deep should be maintained to allow safe access and proper inspection.
- **Panel Accessibility:** If the electrical panel is equipped with a lock or other security device, please ensure it is unlocked and accessible to allow access to the overcurrent protection devices (circuit breakers or fuses).

Utilities – Gas, Water, and Electric

- If the services are turned off: **Please turn the utilities on before the inspection date** or provide clear instructions on how to turn them on. This prevents myself, the buyer, and the agent(s) from hunting around looking for valves and switches. Don't worry, I will return the systems to the original state before leaving the property.
- If the utilities should not be turned on for any reason, please inform your agent so that we are aware of a condition that may prevent a full inspection.

Mechanical Equipment (Heating, Cooling, and Water Heater)

- Remove any stored items located around heating equipment, cooling equipment, and water heater to allow any access panels to be safely removed and to inspect accessible components and surfaces.
- Ensure switches, filters, service panels, and equipment labels are unobstructed and clearly visible.
- For outdoor equipment, including air conditioners and heat pumps, clear away vegetation and any stored items that may restrict access or visibility.

Plumbing and under-sink areas

- The inspector will operate all faucets and check for leaks on the domestic side and the drain side.
- If you are aware of any active or recurring leaks or valves that do not function properly, please relay this information prior to the inspection.

Exterior

- Unlock any gates or fenced areas that restrict access to the exterior of the home.
- Remove items stored against or blocking access to siding, foundation walls, hose bibs, crawlspace vents, and other exterior components.
- Trim or clear vegetation that may obstruct access to, or visibility of, exterior building components.

Crawlspace Access (if home has a crawlspace)

- Please be sure that the access to the crawlspace is not blocked
- Verify that the crawlspace access opening is operational and readily accessible.

- If crawlspace is used for storage, please clear any items away from plumbing or mechanical systems.

Doors

- Doors should have enough clearance to be able to fully open and close.
- If an infrequently used door has items stored in front, please remove these items to allow operation of the door and passage through the door.