

Closing Day Property Inspection Checklist

Date: [Insert Date]

From: [Your Name]

To: [Recipient's Name]

Property Address: [Insert Property Address]

Inspection Checklist

- **Exterior:** Check for any damages or necessary repairs.
- **Doors and Windows:** Ensure they open and close properly.
- **Utilities:** Confirm all utilities are functioning (water, gas, electricity).
- **Appliances:** Test all included appliances for functionality.
- **Systems:** Inspect HVAC, plumbing, and electrical systems.

Notes:

[Insert any additional notes or comments here]

Signatures:

[Your Name]

[Recipient's Name]