



Romeo Montalvo

Houston Home Inspector · TREC #25424-PI

AGENT & SELLER CHECKLIST

Before the Inspection: Seller Prep Checklist

Share this with sellers a few days before inspection day. A prepared home lets the inspector see and test more, and helps keep the option period on schedule.

Utilities and access

Utilities on

- ☐ Water, electricity, and gas are on (confirm with the utility for vacant homes)
- ☐ Pilot lights lit for gas water heaters, furnaces, and fireplaces where applicable
- ☐ Main water valve and all fixture shutoff valves are open
- ☐ Pool/spa equipment and irrigation controller have power

Clear access

- ☐ Attic hatch or pull-down stairs reachable (clear closet shelves below it)
- ☐ Electrical panel, water heater, and HVAC equipment unobstructed
- ☐ Crawlspace entry (if present) and garage walls reachable
- ☐ Gates unlocked; keys or codes left for sheds, outbuildings, and locked rooms

Inside the home

Kitchen, baths, laundry

- ☐ Sinks, tubs, and showers empty so fixtures and drains can be run
- ☐ Dishwasher empty; oven and range clear of stored items
- ☐ Space cleared under sinks so plumbing can be viewed
- ☐ Washer and dryer area accessible if appliances convey

Rooms and systems

- ☐ Furniture moved slightly from outlets and windows where practical
- ☐ Thermostat, smoke alarms, and garage door opener working and reachable
- ☐ Replace dead light bulbs so fixtures are not reported as inoperative
- ☐ Remote controls left out for fans, fireplaces, and gates

Outside the home

- ☐ Walkways and the perimeter of the home reasonably clear
- ☐ Plants and stored items pulled back from the foundation where possible
- ☐ Trash and debris removed from the side yards and around the AC condenser
- ☐ Pool gates and barriers closed and latching
- ☐ Irrigation zones map or controller notes left if available
- ☐ Septic tank lid location noted for rural properties, if known

Paperwork worth leaving out

- ☐ Receipts and warranties for recent repairs (roof, HVAC, foundation, plumbing)
- ☐ Any prior foundation repair or engineering reports
- ☐ Permits or documentation for additions or major work
- ☐ Service records for the pool, well, septic, or irrigation system

Inspection day

For sellers

- Plan to be away for the inspection so buyers can ask questions freely
- Secure pets, or take them with you; note any pets that must stay in a crate
- Leave a phone number in case the inspector needs access to something
- Please don't turn off utilities or systems before leaving

For agents

- Confirm utilities the day before, especially for vacant or bank-owned homes
- Share gate codes, lockbox details, and alarm instructions ahead of time
- Encourage buyers to attend the end of the inspection for a walk-through
- Remind clients the report documents conditions; it is not a pass/fail grade

Why this matters

When something can't be reached or a utility is off, that item is typically noted as not inspected or limited in the report. That can mean follow-up questions, a return visit, and less time to negotiate during the option period.

Thinking about a pre-listing inspection?

A pre-listing inspection lets sellers learn about the home's condition before buyers do, so they can decide what to repair, what to disclose, and how to price with fewer surprises. It is a planning tool, not a guarantee of any outcome, and a buyer may still order their own inspection.

Questions about a property or an inspection?

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Inspections performed through BPG · InterNACHI certified: pool & spa, well & septic, sewer camera, irrigation

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General information only. This guide is not a substitute for a full home inspection, a written inspection report, or advice from a licensed engineer, contractor, attorney, or other specialist. Home inspections in Texas are performed under the Texas Real Estate Commission (TREC) Standards of Practice, which govern what a licensed inspector does and does not evaluate. Conditions vary by property.