

**SUGGESTED INSPECTION CHECKLIST / CODE REQUIREMENTS**  
**CHECK BOXES OF COMPLETED ITEMS PRIOR TO OUR INSPECTION**  
(TO BE RETAINED FOR PROPERTY OWNER'S REFERENCE--- **DO NOT RETURN**)

**1. Testing of All Electrical Receptacles**

Replace broken/missing receptacles. Check for proper cover, correct polarity, and proper grounding.

**2. Check for and Test Smoke Detectors and CO Detectors**

- a. Install /Maintain smoke detectors in accordance with manufacturer's instructions in ALL locations listed:
- i. In **each** room used for sleeping purposes. (Bedrooms)
  - ii. Outside **each** separate sleeping area in the immediate vicinity of the bedrooms. (Hallways)
  - iii. On **each** additional story of the dwelling/dwelling unit, including basements.
- b. Provide at least **one** carbon monoxide detector/alarm installed per manufacturer's instructions.

**3. Check for Improper Wiring**

Check for improper splices, dead end wiring, exposed live parts, extension cords used as permanent wiring. We strongly recommend GFCI receptacles be installed in bathrooms and kitchens where outlets are near sinks and render any outlets in light fixtures inoperable.

**4. Check Electric Panel**

Seal unused openings in all boxes/panels. Provide covers for all junction boxes. Eliminate double lugging. Check for proper grounding and bonding.

**5. Check All Light Fixtures at Stairways and Exterior Doors**

Provide/Maintain light fixtures at all stairways and exterior doors.

**6. Check Furnace and Water Heaters**

Provide/Maintain approved heating facilities. Check for proper flue material, proper pitch of the flue, and proper seal at chimney. Check for proper temperature and pressure valve and the 3/4" extension on water heater.

**7. PROVIDE COPY OF INVOICE / STATEMENT FROM HEATING CONTRACTOR FOR FURNACE CLEAN / CHECK.**

**8. Check for Leaking Water, Gas, and Waste Lines**

**9. Check for Regulation Handrails**

Handrails required at all stairways and guardrails required on floor surfaces over 30" above floor on grade below.

**10. Check for Removal of all Refuse, Garbage, and Debris.**

**11. Check the Exterior Appearance of the Premises and Structures.**