

New Home Walk-Through Package

Carrying out a Successful
Walk-through Before Closing



John MacDonald Architect inc.

The Courtyard @ Bonnie Stuart, 141 Whitney Place Suite 101, Kitchener, ON. N2G 2X8

New Home Walk-Through Package

After months of construction your new home is finally ready, you just have to complete the walk-through and the keys are yours. But not so fast, the walk-through is one of the most important aspects to buying a new home. Your biggest mistake would be to use the walk-through to plan out your furniture placement and paint colours. This is your opportunity to make sure things are as the builder promised and any damages and imperfections are taken care of before the builder hits the road with your cash. Unfortunately at this stage we can not really evaluate the quality of the actual construction, but if you have those types of problems down the road Tarion Warranty Corporation should protect you.

If you are buying a new construction home in Ontario you have a Tarion warranty that protects your home in the months and years to come. Make sure you understand the warranty and register for it. Not everything will be covered by the warranty, especially the interior finishes. The walk-through is the time to remedy these type of items without having to go through Tarion's process later.

Schedule your walk through for a time when you have a few hours to spend. Don't let the builder rush you through, when scheduling be sure you have told them you will need at least 2 hours. Don't bring the kids, family, friends, pets, or other distractions with you. On the other hand you will want to bring:

- a package of bright coloured stickers (that you can write on) and marker
- a flashlight and level
- a hair dryer and camera
- the attached Walk-Through Checklist and Deficiency List
- a clipboard and pen
- binoculars (to inspect the roof from the ground)

Bright coloured stickers & Marker – These will be used for items that need to be fixed (deficiencies). Write numbers on the stickers as you place them on items that are not satisfactory during the walk-through. Use the Deficiency List to record the number of each sticker and issue it corresponds to. You would be surprised how stickers go missing after you leave.

Deficiency List – Once you have completed the walk through give a copy of the list to the builder. Let them know these are the outstanding items you need to be remedied before you will sign the closing documents.

Hair Dryer – Use this or any small other easy to use electrical item to check all the electrical outlets in the home. Often outlets don't work and it's not until much later that you notice.

Walk-through Checklist – Read through the checklist before the walk-through. There is a lot to go over and having a strategy before hand will help save some time.

Okay, now your ready, you know and understand what you should be looking for and you have the tools to do it.

Good Luck!

www.Tarion.com

How to use the package

During the walk-through use the provided Walk-Through Checklist. For every "No", number a brightly coloured sticker, place the sticker on the item that needs to be corrected, then write down the number and record the issue on the Deficiency List. Make a copy of your completed Deficiency List and give it to the builder as issues that need to be resolved before signing the closing.

The Walk-Through Checklist

Exterior

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Does the ground slop away from the foundation of the house. The slope should be noticeable, it will settle over the next several months, but if you can't see the slope now you may have drainage and foundation problems in years to come. |
| <input type="checkbox"/> | <input type="checkbox"/> | Shingles are tight, flat, and there are no signs of buckling. (You may want to hire a professional to go up on the roof or use binoculars) |
| <input type="checkbox"/> | <input type="checkbox"/> | Do the gutters and downspouts direct water away from the foundation. |
| <input type="checkbox"/> | <input type="checkbox"/> | All exterior trim is well fastened and secure. |
| <input type="checkbox"/> | <input type="checkbox"/> | All exterior masonry is well fastened and free of cracks and chips. |
| <input type="checkbox"/> | <input type="checkbox"/> | All windows are well caulked around the window frame where the frame meets the exterior wall of the house. |
| <input type="checkbox"/> | <input type="checkbox"/> | All windows and exterior doors have weather stripping that form a tight seal and is not loose or cracked. |
| <input type="checkbox"/> | <input type="checkbox"/> | Concrete of the porch and steps are sturdy, without cracks or gaps. Jump up and down on them a few times. |
| <input type="checkbox"/> | <input type="checkbox"/> | The garage door completely opens and closes. Also try opening and closing at the half-way points. |
| <input type="checkbox"/> | <input type="checkbox"/> | The light in the garage door opener is working. |
| <input type="checkbox"/> | <input type="checkbox"/> | The sensor in the garage door opener is working. Close the garage door and then put an object in the path of closing, make sure the door stops and then fully opens. |
| <input type="checkbox"/> | <input type="checkbox"/> | Garage floor and walls are free of cracks, gaps and other irregularities. |
| <input type="checkbox"/> | <input type="checkbox"/> | All exterior electrical outlets are working and have a weather cover. Use the hair dryer the check them. |
| <input type="checkbox"/> | <input type="checkbox"/> | Doorbell works. |

Interior

Doors

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | All doors fully open and close smoothly and are well fitted to the frame. There are no large gaps where the door meets the floor. |

New Home Checklist

Doors (continued)

- | Y | N | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | All door hinges and hardware are clean and free of paint. |
| <input type="checkbox"/> | <input type="checkbox"/> | Door knobs are in good working order and are well fixed to the door. Test all locks. |
| <input type="checkbox"/> | <input type="checkbox"/> | All sides of the door are painted. |
| <input type="checkbox"/> | <input type="checkbox"/> | All thresholds are secure and free of gaps between floor types. |
| <input type="checkbox"/> | <input type="checkbox"/> | All door trims are secure and well painted. |
| <input type="checkbox"/> | <input type="checkbox"/> | Door stoppers/bumpers are in place, are secure and operate as intended. |
| <input type="checkbox"/> | <input type="checkbox"/> | All closet doors open and close easily and are well fitted with no large gaps. |

Windows

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | All windows open and close easily. If they do not easily glide now, they will not get better with time. |
| <input type="checkbox"/> | <input type="checkbox"/> | All operable windows have screens, are free of rips and are secure. |
| <input type="checkbox"/> | <input type="checkbox"/> | All operable windows lock properly. |
| <input type="checkbox"/> | <input type="checkbox"/> | Window panes are not broken, cracked or chipped. Have a good look. |
| <input type="checkbox"/> | <input type="checkbox"/> | All windows close tightly with a seal. |

Floors

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Only a minimal amount of squeaking and spring on all flooring. Walk around on all floors. |
| <input type="checkbox"/> | <input type="checkbox"/> | Carpet is tight and seams match (you should not be able to see them). Check for loose fitting edges, rips, runs and ripples. |
| <input type="checkbox"/> | <input type="checkbox"/> | Carpets are free of stains and discolouration. |
| <input type="checkbox"/> | <input type="checkbox"/> | Vinyl and linoleum are free of gaps, scuffs and scratches, are well fitted around the edges and are free of bumps. Get down on the floor to have a good look. |

New Home Checklist

Floors (continued)

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Wood floors are properly finished with 2 coats and a top coat of sealer. |
| <input type="checkbox"/> | <input type="checkbox"/> | Tile floors are free of chips and cracks and are well fitted to corners and are straight. |
| <input type="checkbox"/> | <input type="checkbox"/> | Tile grout is well filled, free of gaps and chips. |

Walls

- | Y | N | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Baseboards are free of damage, secure, well fitted at corners and free of nail holes and damage. Don't forget the closets. |
| <input type="checkbox"/> | <input type="checkbox"/> | Wall paint is even, free of scuffs, marks and scratches. Paint should look to have 2 coats. |
| <input type="checkbox"/> | <input type="checkbox"/> | Walls are even with no signs of drywall seams or nails. Use a flashlight, poor drywall work tends to show more under artificial light. |

Kitchen

Inspect the kitchen thoroughly. There are a lot of things to look for, have your level and flashlight ready. Check all counter tops thoroughly. Take photos. If you try to make a claim weeks after you move in, builders often say "damage was due to you moving in, and you signed off on all items as okay at the walk through".

- | Y | N | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Counter tops are free of scratches and scuffs. Check the sides. Counters are used for contractor's toolboxes and other supplies, make sure they are perfect. |
| <input type="checkbox"/> | <input type="checkbox"/> | Counter tops are level, and secure to their base. Give them a nice wiggle. |
| <input type="checkbox"/> | <input type="checkbox"/> | Cabinets are well anchored to the wall. Give them a good wiggle too. |
| <input type="checkbox"/> | <input type="checkbox"/> | All cabinet doors fully open and close easily and do not rub or hit other furnishings. |
| <input type="checkbox"/> | <input type="checkbox"/> | All cabinet doors are level, have rubber door stops, and close without gaps. |
| <input type="checkbox"/> | <input type="checkbox"/> | All cabinet shelves are level, are well finished, and secure. Be sure to check the back of all shelves. |

New Home Checklist

Kitchen (continued)

- | Y | N | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Cabinet and drawer handles are well fixed and free of damage. |
| <input type="checkbox"/> | <input type="checkbox"/> | All drawers open easily and do not rub or hit other furnishings. |
| <input type="checkbox"/> | <input type="checkbox"/> | All drawers close flush and without gaps. |
| <input type="checkbox"/> | <input type="checkbox"/> | You have received the care, cleaning instructions for the counter tops and cabinets. |
| <input type="checkbox"/> | <input type="checkbox"/> | The kitchen faucet has both hot and cold water with good water pressure. |
| <input type="checkbox"/> | <input type="checkbox"/> | Sink is well caulked around the counter top and is free of chips, damage and discolouration. |
| <input type="checkbox"/> | <input type="checkbox"/> | Sink pipes are free of leaks and no water is forming on the floor of the cupboard. Look for water spots. |
| <input type="checkbox"/> | <input type="checkbox"/> | The cabinet kicks are free of damage, well fitted and secure. You will have to get down on the floor. |
| <input type="checkbox"/> | <input type="checkbox"/> | Range hood works on all speeds, is secure and the light works. |

Bathroom

- | Y | N | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Sink and tub are free of scratches, chips and other damage. |
| <input type="checkbox"/> | <input type="checkbox"/> | Sink and tub hold water. |
| <input type="checkbox"/> | <input type="checkbox"/> | Sink and tub fixtures are secure and have both hot and cold water. |
| <input type="checkbox"/> | <input type="checkbox"/> | Sink and tub are well caulked. |
| <input type="checkbox"/> | <input type="checkbox"/> | The toilet is secure to the floor. Do not rock it, that may break the seal. Just sit on it, you will be able to tell if it is not right. Stay seated there for a moment and have a good look around at the details. |
| <input type="checkbox"/> | <input type="checkbox"/> | Toilet paper dispenser is at a good distance and height from the toilet. Sit on the toilet to check. |
| <input type="checkbox"/> | <input type="checkbox"/> | Counter tops are free of scratches, chips and other damage. |
| <input type="checkbox"/> | <input type="checkbox"/> | Cabinets and drawers are free of damage and open and close properly and with ease. |

New Home Checklist

Bathroom (continued)

Y N

- Back-splash is well fitted and caulked.
- Toilet flushes properly. It does not stay running too long after the flush.
- Shower tiles are secure with no gaps and grout is well sealed.
- Bathroom fans work. Use a single piece of toilet paper and put it up to the fan box, if the fan is working properly the piece of toilet paper should stay in place and not fall to the ground. This is important, condensation problems may not be covered by warranty once you sign off.

Basement

Y N

- Basement is clean and dry (no signs of water penetration on basement walls)
- Basement walls and floors are free of large cracks and spaces. You should not be able to fit a dime in any cracks. A small amount of cracking is expected as the house settles. Take a photo of any cracks for your records.
- Basement floor slopes towards floor drains.
- Floor joists (basement ceiling) are made from sound lumber. If joists are more than 8ft long they should have bridging and/or strapping.

Heating & AC

Y N

- A/C works. Ask the builder to show you how to use the thermostat, keep it on long enough for you to notice a change in the temperature. Be sure that the unit is large enough for the size of the home, the manual should be able to tell you.
- Heat/furnace works, keep it on long enough for you to notice a change in the temperature. Be sure that the unit is large enough for the size of the home, the manual should be able to tell you.
- You have located the furnace filter and know how to maintain it.
- Registers (vents) are not located under thermostat sensors and are clear of debris.

New Home Checklist

Heating & AC (continued)

- Y N
- Air return vent is unobstructed. Ask where it is, most homes have 1, some larger homes and those better designed will have more.
 - You understand how to operate the shut-off devices to gas, and propane lines. Ask how.
 - Gas fireplace works and you have been shown how to use it.

Electrical

- Y N
- All interior electrical outlets are working. Use the hair dryer to check.
 - All light switches work as intended.
 - You have located the electrical breaker panel and the builder has shown you how to use it.
 - The breaker switches in the electrical panel are clearly labeled.
 - You have located the main electrical shut-off and have been shown how to use it.
 - The electrical amperage entering the home is the size you contracted for.

Plumbing

- Y N
- You have located the main water shut-off valve and have been shown how to use it.
 - You have located the exterior water supply and hose bibs shut-off and know how to prevent pipes from freezing over the winter.
 - The hot water heater is the proper size for the home. Check the manual for this detail.
 - You have been shown how the hot water heater turns on and off.

New Home Checklist

Other

- Y N
- You have obtained an Occupancy Certificate signed by the municipality. This form states that your home meets the provincial building code standards and is safe to live in.

Owner and Maintenance Manuals

You have obtained the owner, maintenance and or care manuals for:

- Y N
- Counter tops and cabinets
- All appliances (fridge, stove, dishwasher, hood, microwave, laundry units, water softener)
- Fireplace unit(s)
- Carpets
- Hardwood and or laminate floors
- Water heater
- Furnace and A/C

The Deficiency List

John MacDonald Architect

Owner's Name: _____

Lot #: _____

Date of Walk-Through: _____

Builder's Rep. at Walk-Through: _____

Sticker# Issue

Sticker#	Issue
_____	_____ _____
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