



**To: Client**  
**CC: Real Estate Agents & Construction Company Reps**  
**Subject: New Construction Home Completion**

Congratulations on the purchase of your New Constuction Home!! This is a very exciting time and we are humbled and appreciative to be a part of this process.

As a way to provide the best customer experience for you, we have a request of: **You, Your Realtor and the Construction Company Representative**. Please see the below check list for verification of constuction completion. The following items are recommended to be completed BEFORE the inspection appointment. If any item on this list is NOT completed, it is recommended to reschedule the inspection appointment until verification of the item/system is obtained. In the event that the appointment is started and a component/system is discovered to not be ready for inspection, will exclude the item from the inspection except for what is visually observed. ASI assumes no responsiblity for any item that is not ready for inspection at the appointment time. You may opt to hire us to return to the home for a **\$100 fee** to evaluate and update the report on the completed items before your closing day. That being said, you (*the client*), have at their disposal 1 - FREE Follow Up Inspection (available for 1 year after the inspection appointment) that can be used to verify completed items before closing at no cost. Return to the house will not be done without using either the: 1 Free Follow Up or the \$100 fee.

Please call us ASAP to discuss completion of the home and/or to make changes to the appointment time/day.

## Inspection Checklist

(It is recommended that these items be visually observed to be active by yourself or your realtor)

	<b>Installed</b>	<b>Active</b>
<b>Gas Meter</b>		
<b>Water Meter</b>		
<b>Heating System</b>		
<b>Cooling System</b>		
<b>Oven &amp; Stove</b>		
<b>Fireplace Inserts</b>		
<b>Dishwasher</b>		

	<b>"YES"</b>
<b>Sinks &amp; Bathtubs free of debris?</b>	
<b>Water Heater produces hot water?</b>	
<b>All Electrical Breakers are on?</b>	
<b>All Electrical Fixtures are installed?</b>	
<b>All Water Fixtures are installed?</b>	
<b>All Doors are installed?</b>	