

Agent Visual Inspection General Guidelines

General Guidelines

1. TAKE YOUR TIME.
2. Not just visual inspection - any sensory perception (uneven floors (feel) or strong odors (smell)).
3. Keep adjectives to a minimum. For example: 2 small black mold stains = stains noted.
4. Default to your company's policy, but taking photos may open you up to more liability as you can never take enough.
5. If the property has more than one unit, complete an additional inspection disclosure for each.
6. Ideally, perform your inspection before a professional inspection.

Disclose DEFECTS or RED FLAGS:

- Defect examples
 - Cracked window (not causation or size or location).
 - Pipes leaking
- Red flag examples
 - Discoloration or stain noted (no adjectives; i.e. not large water stain).
 - Smell - Avoid using musty or mildew or mold—instead, obvious or apparent odor in this particular area.
- If nothing: “Nothing noted.” Scuff marks and the like are so minor that they probably shouldn't be mentioned—otherwise, you can be held to that level of detail.
 - If all is “nothing noted” and you want to say something/prove that you were there, you can almost always say “Some cracks noted at exterior siding and backyard patio” or something similar.
- Obvious items: such as a. school across the street, or close to a golf course or freeway.

DISCLOSE ANYWAY.

- **Example:** Golf course (or freeway) “adjacent to property.” That's enough. If you start saying errant golf balls, spraying chemicals, etc, if you miss one, you can be liable, so keep it simple.
 - **Example:** Wildlife in the area (not coyotes or snakes, etc, as you may miss one).
 - **Example:** This property is near an airport.
 - **Example:** This home is near a military base.
 - **Example:** Proximity to power lines.
- Seller has stated, “XXX renovations made” (with quotes) will protect the agent.
 - Example: Seller has stated “new plumbing in home”

Agent Visual Inspection Checklist

Keep an eye (ear, nose, etc.) out for unusual things, including (but not limited to):

- Weird noises or smells
- Roof tiles missing or sticking up
- Ceiling & wall cracks
- Fireplace cracks
- Significant visible damage anywhere
- Uneven floors
- Soft spots on floors
- Inspect exterior siding for damage
- Rust/corrosion around water & gas valves
- Fence disrepair
- Cracks/Fogging/Glazing on windows (be sure to raise all blinds and inspect)
- Cracks in exterior siding/stucco/concrete/patio
- Smoke & CO detectors in all appropriate places?
- Water heater bracing
- Exposed wiring
- Neighborhood Nuisances
 - School, golf course, airport, military base, commercial area, power lines, etc. nearby
 - Loud dog(s) barking
 - (Un)availability of parking
 - Unhoused individuals
 - Neighbors with a questionable sense of personal property maintenance

Some items to consider adding to the form if they apply:

- Buyers are advised to check with the local municipality regarding building permit information.
- This is a popular area with short-term rentals.
- Extensive personal belongings prevented inspection of (room name). Buyer advised to inspect before removing contingencies.
- If the terrain around the exterior of the house is not safe (or not possible) to walk, note that “portions of the exterior were inaccessible and not part of my limited visual inspection.”
- Deferred maintenance noted throughout the property.