HomeReady

MAKING YOUR NEXT MOVE EASIER

New-build snagging checklist

A practical printable checklist for your new-home walk-through in Ireland. Use it to record visible issues, take photographs and agree how items will be reported and followed up.

Property / development		**Walk-through date**	
Buyer(s)		**Builder / site contact**	

Before you start

Bring your property specification and plans, phone/camera, torch, notepad and any agreed snagging procedure. Check each item only where it is safe and reasonable to do so. Photograph defects clearly and give each one a reference number.

How to use: Tick items you have checked. If something needs attention, record it in the defect log at the end. A tick means checked, not necessarily approved or certified.

1. Outside, boundaries & entrance

- ☐ External doors open, close and lock correctly; keys and access devices supplied.
- ☐ Windows open, close and lock; visible glass, frames and seals checked for damage.
- ☐ External walls, render, brickwork and visible finishes checked for obvious defects.
- ☐ Paths, steps, driveway and patio surfaces checked for visible damage or trip hazards.
- ☐ Gutters and downpipes appear secure; visible drainage points are not obstructed.
- ☐ Boundary fences, gates, walls and garden areas match the agreed specification.
- ☐ External lights and doorbell checked where safe and power is available.

2. Walls, ceilings, floors & internal finishes

- ☐ Look for cracks, dents, stains, damp marks or unfinished plaster.
- ☐ Paint finish is reasonably even; edges, corners and cutting-in checked.
- ☐ Floor surfaces checked for visible chips, scratches, lifting or uneven transitions.
- ☐ Skirting boards, architraves, trims and coving are secure and finished.
- ☐ Internal doors open freely, latch correctly and have consistent visible gaps.
- ☐ Stairs, handrails and balustrades appear secure; finishes are complete.
- ☐ Check rooms against the agreed plans and specification.

3. Kitchen & utility

- ☐ Cabinet doors and drawers align and operate smoothly.
- ☐ Worktops and splashbacks checked for chips, scratches, gaps and sealant finish.
- ☐ Sink, taps and visible waste connections checked for leaks during normal use.
- ☐ Appliances match the agreed specification; manuals and warranties supplied.
- ☐ Extractor hood operates and its controls are explained.

- [ ] Utility fittings, shelving and appliance spaces match the agreed layout.

4. Bathrooms, ensuite & plumbing

- [ ] Toilets flush and appear secure; visible seals checked.
- [ ] Taps run hot and cold; visible pipework and joints checked for leaks.
- [ ] Showers operate; screens, doors and seals checked for obvious leaks or gaps.
- [ ] Tiles, grout, silicone and trims checked for cracks, damage or missing sections.
- [ ] Baths, shower trays and basins checked for visible damage and drainage.
- [ ] Fans operate and ventilation controls are explained.
- [ ] Hot water system operation and any relevant controls are demonstrated.

5. Electrical, heating, ventilation & safety

- [ ] Switches, sockets and lights checked using normal controls where safe.
- [ ] Heating controls and thermostats demonstrated; room controls identified.
- [ ] Heat pump / boiler / ventilation system operation explained, as applicable.
- [ ] Smoke and carbon monoxide alarms appear fitted as specified; test process explained.
- [ ] Consumer unit location and labels explained; do not remove its cover.
- [ ] Internet, TV, data and doorbell points identified and checked where possible.

6. Bedrooms, storage & attic access

- [ ] Wardrobes, shelving and internal fittings checked for damage and operation.
- [ ] Bedroom doors, windows, handles and restrictors checked where fitted.
- [ ] Hot press, storage cupboards and access doors checked; shelves and fittings secure.
- [ ] Attic access and any supplied ladder/hatch checked visually from a safe position only.
- [ ] Check for visible marks, damage or unfinished work inside cupboards and storage areas.

7. Handover information & documents

- [ ] Receive keys, fobs, access codes and instructions for shared/common areas.
- [ ] Receive appliance manuals, warranties and relevant product information.
- [ ] Receive heating, ventilation and hot-water system instructions.
- [ ] Record meter locations and readings; confirm utility account arrangements.
- [ ] Receive BER information and relevant completion / certification documents as applicable.
- [ ] Understand the builder’s defect reporting process, contact details and timelines.
- [ ] Ask who to contact for urgent issues after moving in.

Defect & snag record

Use one line per issue. Add a photo reference and keep a copy of everything submitted to the builder. Attach extra pages if needed.

No.	Room / location	Description of issue	Photo ref.	Date reported	Status / follow-up
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

Handover notes & questions

Important: This checklist is a general visual aid. It is not a structural survey, snagging inspection, electrical or plumbing certification, legal advice or a guarantee that a property is defect-free. It cannot identify concealed defects. Consider appointing an independent, suitably qualified snagging inspector. Do not open electrical panels, operate unfamiliar equipment, climb onto roofs or enter unsafe / restricted areas. Follow the builder's site safety instructions.

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