

Property Address	Suburb	Inspection Date	Inspector / BA
Agent / Agency	Vendor	Listing Price / Guide	Property Type

PART A — PRINTABLE TICK-BOX VISUAL DUE DILIGENCE CHECKLIST
Tick as applicable: OK | Minor Issue | Major Issue | N/T (Not Tested / Inaccessible)

1. Street / Position / Neighbourhood

Item	OK	Minor	Major	N/T	Comments
Street appeal and surrounding presentation	☐	☐	☐	☐	
Traffic noise / rail / aircraft / venue noise	☐	☐	☐	☐	
Parking pressure / access practicality	☐	☐	☐	☐	
Privacy / overlooking / overshadowing	☐	☐	☐	☐	
Nearby nuisance uses / future development risk	☐	☐	☐	☐	

2. Site / Land / Drainage

Item	OK	Minor	Major	N/T	Comments
Block shape / slope / usability	☐	☐	☐	☐	
Pooling water / boggy areas / erosion	☐	☐	☐	☐	
Paving falls away from dwelling	☐	☐	☐	☐	
Downpipes and stormwater discharge	☐	☐	☐	☐	
Retaining walls / fences / gates	☐	☐	☐	☐	

3. Roof / Exterior / Building Envelope

Item	OK	Minor	Major	N/T	Comments
Roofline sagging / slipped tiles / rust / flashing	☐	☐	☐	☐	
Gutters / fascia / soffits / overflow staining	☐	☐	☐	☐	
Cracks to brick / render / cladding condition	☐	☐	☐	☐	
Damp staining / efflorescence / rot	☐	☐	☐	☐	
Weep holes visible and unobstructed	☐	☐	☐	☐	

4. Structural Movement Indicators

Item	OK	Minor	Major	N/T	Comments
Step cracks / diagonal cracks / patched cracks	☐	☐	☐	☐	
Wall-to-ceiling separation / cornice cracking	☐	☐	☐	☐	
Sloping / springy / uneven floors	☐	☐	☐	☐	
Doors / windows out of square or binding	☐	☐	☐	☐	

5. Internal Presentation

Item	OK	Minor	Major	N/T	Comments
Damp / mould / sewer / smoke / pet odour	☐	☐	☐	☐	
Signs of concealment (fresh paint, rugs, furniture placement)	☐	☐	☐	☐	

6. Walls / Ceilings / Floors

Item	OK	Minor	Major	N/T	Comments
Wall cracks / bubbling paint / stains / mould	☐	☐	☐	☐	
Ceiling stains / sagging / mould / cornice separation	☐	☐	☐	☐	
Tiles drummy/cracked, boards loose, carpet staining	☐	☐	☐	☐	

7. Doors / Windows / Blinds / Joinery

Item	OK	Minor	Major	N/T	Comments
Internal doors open, close, latch properly	☐	☐	☐	☐	
Windows open, close, lock and latch properly	☐	☐	☐	☐	
Sliding doors / rollers / security screens	☐	☐	☐	☐	
Blinds / curtains / shutters working correctly	☐	☐	☐	☐	
Wardrobes / drawers / cupboards / hinges / runners	☐	☐	☐	☐	

8. Electrical / Lighting / Fans

Item	OK	Minor	Major	N/T	Comments
All lights and switches functioning	☐	☐	☐	☐	
Exhaust fans / ceiling fans functioning	☐	☐	☐	☐	
Power points appear sound / smoke alarms present	☐	☐	☐	☐	

9. Air Conditioning / Heating / Ventilation

Item	OK	Minor	Major	N/T	Comments
Split systems / ducted controls working	☐	☐	☐	☐	
Cooling / heating response / airflow / noise	☐	☐	☐	☐	
Bathroom/laundry ventilation adequate	☐	☐	☐	☐	

10. Kitchen

Item	OK	Minor	Major	N/T	Comments
Cabinetry / drawers / joins / under-sink condition	☐	☐	☐	☐	
Sink taps / pressure / drainage / leaks	☐	☐	☐	☐	
Oven working	☐	☐	☐	☐	
Cooktop all burners/elements working	☐	☐	☐	☐	
Rangehood fan and light working	☐	☐	☐	☐	
Dishwasher / microwave / disposal if included	☐	☐	☐	☐	

11. Bathrooms / Ensuite / Toilets

Item	OK	Minor	Major	N/T	Comments
Tiles / grout / silicone / mould / water damage	☐	☐	☐	☐	
Shower pressure / drainage / leaks / screen function	☐	☐	☐	☐	
Vanity / basin / taps / under-cabinet leaks	☐	☐	☐	☐	
Bath condition / drainage / seals	☐	☐	☐	☐	
Toilet flush / refill / leaks / rocking pan	☐	☐	☐	☐	

12. Laundry / Bedrooms / Living Areas / Services

Item	OK	Minor	Major	N/T	Comments
Laundry tub / taps / drainage / storage	☐	☐	☐	☐	
Bedrooms/living: light, privacy, airflow, mould, layout	☐	☐	☐	☐	
Hot water system appearance and hot water delivery	☐	☐	☐	☐	
Garage / deck / pergola / shed / pool visible condition	☐	☐	☐	☐	
Moisture / mould / termite visual indicators	☐	☐	☐	☐	
Strata/common property condition (if applicable)	☐	☐	☐	☐	

13. Agent / Vendor Questions

Question	Response / Notes
Any water ingress history?	
Any termite history/treatment?	
Any movement/subsidence history?	
Age of roof / HWS / AC / appliances?	
Any approvals for additions/renovations?	
Anything known not to be working?	
For strata: levies / special levies / defects?	

Inspection Outcome Summary

Top 5 Defects Observed	Likely Immediate Spend	Specialist Reports Required	Proceed / Caution / Walk Away
1.			
2.			
3.			
4.			
5.			

Client	Property Address	Inspection Date	BA
Strategy Fit	Target Buy Range	Estimated Rent	Vendor Motivation Notes

PART B — BUYERS AGENT INSPECTION SHEET

Use severity scale: Low / Moderate / High / Critical. Add cost band and negotiation impact for each observed issue.

Area	Observation / Defect	Severity	Est. Cost Band	Neg. Impact	Specialist?	Comments / Action
Street / Position		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Land / Drainage		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Roof / Gutters		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Exterior Walls		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Structural Movement		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Windows / Doors		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Walls / Ceilings		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Flooring		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Electrical / Lighting		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Air Con / Heating		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Kitchen		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	
Bathroom 1		☐ Low ☐ Moderate ☐ High ☐ Critical			☐ Y ☐ N	

Bathroom 2 / Ensuite	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Toilets	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Laundry	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Bedrooms	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Living Areas	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Garage / Parking	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Deck / Pergola / Shed	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Moisture / Waterproofing	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Pest / Termite Visuals	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____
Strata / Common Areas	_____	☐ Low ☐ Moderate ☐ High ☐ Critical	_____	_____	☐ Y ☐ N	_____

Buyers Agent Assessment Summary			
Overall Asset Quality	Maintenance Burden	Negotiation Leverage	Recommendation
_____	_____	_____	Proceed / Proceed with Caution / Do Not Proceed _____
Key Positives	Key Risks	Immediate Capex Items	Required Next Steps
1. _____	1. _____	1. _____	1. _____
2. _____	2. _____	2. _____	2. _____
3. _____	3. _____	3. _____	3. _____