Snag list

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PROJECT / SITE

HOUSE / UNIT

DATE

INSPECTED BY

#	Location / room	What is wrong	Trade	Photo	Due	Fixed (date)	Checked
1							☐
2							☐
3							☐
4							☐
5							☐
6							☐
7							☐
8							☐
9							☐
10							☐
11							☐
12							☐
13							☐
14							☐
15							☐
16							☐
17							☐

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Snagging checklist, room by room

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Walk every room in the same order. Look high, look low, open and close everything, and test what plugs in or turns on.

Outside

- [ ] Brickwork, render and pointing
- [ ] Roof, gutters, downpipes, fascia
- [ ] Paths, driveway, steps, drainage
- [ ] Fences, gates, garden levels
- [ ] External doors and locks
- [ ] Outside lights, sockets, taps

Doors and windows

- [ ] Open, close, lock, no rubbing
- [ ] Seals, gaps, draughts
- [ ] Glass: scratches, chips, labels
- [ ] Handles, hinges, door stops
- [ ] Sills and window boards
- [ ] Trickle vents work

Walls, ceilings, floors

- [ ] Cracks, bumps, nail pops
- [ ] Paint: patchy, missed, splashes
- [ ] Plaster: marks, rough patches
- [ ] Skirting and architrave gaps
- [ ] Floors: level, squeaks, damage
- [ ] Tiles: cracks, grout, silicone

Kitchen

- [ ] Units level, doors aligned
- [ ] Worktop joints and edges
- [ ] Appliances fitted and working
- [ ] Sink, taps, no leaks under
- [ ] Extractor works and vents out
- [ ] Sockets, switches, spurs

Bathrooms

- [ ] Toilet: fixed, flushes, no leak
- [ ] Bath and shower: seals, drainage
- [ ] Taps, hot water, pressure
- [ ] Tiling and silicone finish
- [ ] Extractor fan works
- [ ] Mirror, rails, accessories

Services

- [ ] Every socket and switch works
- [ ] Lights, smoke and heat alarms
- [ ] Heating: radiators warm, valves
- [ ] Boiler / heat pump, controls
- [ ] Fuse board labelled
- [ ] Meters, certificates, manuals

A good snag note says where, what and who: "Kitchen, left of sink: worktop joint lifting. Joiner." Add a photo, and a closer one if it helps.

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