Snagging list

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Project / plot		Inspected by and date	

WHAT TO CHECK, ROOM BY ROOM

Throughout

Walls and ceilings: cracks, nail pops, uneven plaster, patchy or missed paint	
Doors: hang square, close and latch, no rubbing, handles and stops fitted, gaps even	
Windows: open, close and lock, seals intact, no scratches to glass, keys left	
Floors: level, no squeaks or lifting, finishes undamaged, thresholds fitted	
Skirting, architrave and trim: joints tight, filled, painted, no gaps to walls	
Sockets and switches: straight, working, faceplates clean, no loose fittings	
Radiators: secure, valves fitted, warm when on, no leaks	
Smoke and heat alarms: fitted where shown, tested	

Kitchen

Units and doors: level, aligned, soft-close working, no damage	
Worktops: joints sealed, edges finished, no chips, upstands fitted	
Sink and taps: hot and cold correct way round, no drips, waste drains, seal around sink	
Appliances: fitted, working, manuals left	
Extractor: works and vents outside	

Bathrooms and en-suites

Sanitaryware: secure, no chips, flush works, no leaks at pan or traps	
Showers and baths: water temperature and flow, screen sealed, tray or bath falls to waste	
Tiling: even grout, no cracked or hollow tiles, silicone neat and complete	
Extractor fan: works, overrun timer if specified	

Stairs and landing

Balustrade and handrail: secure, no gaps a child could fit through	
Treads: no creaks, nosings secure, finish complete	

Loft and services

Insulation laid to the full area, hatch insulated and draught-sealed	
Consumer unit labelled, certificates left (electrical, gas, building control)	
Boiler and controls working, stopcock found and labelled	

Outside

Brickwork and pointing: no cracks, stains or missed joints; weep vents clear	
Roof, gutters and downpipes: tiles complete, gutters clear and fall to outlets	
Paths, drives and steps: level, drain away from the house, no ponding	
Fences, gates and boundaries: complete, gates latch	
External lights and outside tap working; manholes accessible and level	

Snag log

Priority: U urgent · H before handover · M minor

No.	Room	What is wrong, and exactly where	Trade	Priority	Photo	Fixed	Checked
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