PROPERTY DUE DILIGENCE

General-purpose checklist. Verify with qualified legal, title, inspection, insurance and lending professionals.

Property / project _____ Date _____

Ownership and title

[ ] Confirm seller identity and authority to convey

[ ] Order title commitment and review liens, judgments and encumbrances

[ ] Confirm access, easements and boundary questions

[ ] Review property taxes, assessments and unpaid balances

Physical condition

[ ] Inspect structural components, roof and foundation

[ ] Inspect HVAC, electrical, plumbing and drainage

[ ] Check for moisture intrusion, pests and safety hazards

[ ] Secure contractor repair bids and rehabilitation contingency

Financial review

[ ] Validate property comparables, after-repair value and rents

[ ] Calculate acquisition, financing, rehab, holding and resale costs

[ ] Review downside assumptions and break-even conditions

Legal and local review

[ ] Check zoning, land use and applicable HOA restrictions

[ ] Review permit history, open permits and code violations

[ ] Confirm insurance availability and flood exposure

[ ] Review purchase documents and important contingencies with counsel

Utilities, closing and exit

[ ] Verify utility service and connection costs

[ ] Track inspection, financing and closing deadlines

[ ] Review settlement statement and title insurance

[ ] Confirm primary and backup exit strategies

Notes

Finding / question	Follow-up owner	Due date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____