



Hamilton-Halton  
**Home Builders'**  
Association

*Community Builders...Building Communities*

# The Pre-Delivery Inspection (PDI)

All new home buyers must complete a PDI with their builder or builder's representative. This final inspection is usually done within a few days before you move in.

## **Purpose of the PDI:**

- For you to closely inspect your new home and make sure everything has been done right and according to plan – in fact, the PDI is a necessity for the new home warranty.
- For the builder to show you the systems and products in your new home, and how to operate and maintain them.

## **What to Expect:**

- The builder will use an inspection sheet that you will be asked to sign at the end of the tour. Any areas of concern, no matter how minor, should be noted on the sheet.
- You will get a carbon copy of the inspection sheet, but it's a good idea to bring your own notebook to jot down additional information.
- Your builder will also give you brochures or other printed information about the systems and products in your home. File them together for future reference.
- You should expect that minor problems or imperfections can be corrected before you move in; other issues should be dealt with as soon as possible.
- Your builder will give you a "30-day form" that is used to record any issues/problems you notice within one month of moving in.

## **Tips for a Successful PDI:**

- The PDI is a business meeting with your builder – it's your opportunity to make note of any issues/problems with your house. It's recommended that you don't bring your young children, parents or other relatives. It will be too distracting, and could prevent you from conducting a detailed inspection.
- Take your time – count on about two to three hours to conduct a top-to-bottom inspection of the house.
- Bring your contract, including the list of upgrades and record of any finishings or products chosen for the house, so that you can verify that the correct products have been installed.
- Try to take the emotion out of it. Some people are so enthusiastic and excited about their new home, they fail to pay attention at the PDI. Others are stressed and become very upset by small imperfections. Please remember, finding things to be fixed is normal. Stay calm, make notes on your PDI, and make sure you understand what the builder is telling you.

## Some Things to Look for During the PDI – Interior

**Basement** – no cracks in the walls or on the floor, ensure the drain is in the lowest part of the floor, should be no signs of leakage.

**Countertops** – no nicks or scratches, crooked edges or uneven seams.

**Doors, cabinetry and closets** – open and close to ensure smooth operation, test locks, check glass panes for cracks or nicks, and ensure correct hardware has been installed.

**Electrical, cable and other outlets** – test them all to ensure they work, verify that outlets are in the correct location, test all light fixtures.

**Flooring** – verify that the flooring you picked has been installed, check for any big squeaks or springy areas, check grout between floor tiles, and ensure carpeting is smoothly laid with no ripples or puckers.

**Furnace, hot water heater, and gas fireplace** (if provided) – check to be sure these are working properly.

**Plumbing and faucets** – make sure every tap works, porcelain products are nick-free, caulking is smoothly applied around all fixtures, and run all the taps and flush the toilets to make sure the drainage is working properly.

**Upgrades** – refer to your contract to make sure everything you asked for is in place.

**Walls** – check for smooth paint coverage, no rough drywall seams or bumpy areas, no dents or scratches, and smooth, even grouting between wall tiles.

**Windows** – open and close to ensure smooth operation, inspect glass for nicks or cracks, test the locks, and make sure every window that opens has a screen.

## Some Things to Look for During the PDI – Exterior

The exterior of your new home is as equally important as the inside. Remember to check for elements that may be damaged, incomplete or missing. Also check the operating condition of your exterior features like your garage door.

**Air conditioning system** – if provided and if conditions permit, ensure it's in proper working order.

**Brickwork** – make sure that vertical and horizontal mortar joints between the bricks are completely filled, check weep holes – designed to allow moisture to escape from the brick wall – on the top and bottom bricks that surround your windows and doors to ensure they're unobstructed.

**Decks and landscaping** – if your new home comes with either of these, be sure that they are completed (as agreed upon in your contract).

**Driveways and walkways** – no holes, incomplete sections, or uneven edges.

**Exterior doors** – see that doors are well-fitted and operate as intended. Check they have been sealed with weather stripping, ensure that locks are well installed and do not rattle when the door is closed. If you have a garage door, don't forget to test it and ensure it's in working condition.

**Exterior trim** – check that trim is securely fixed.

**Grading** – the grounds should be graded with a gentle slope away from the house to direct rain and melted snow. Grading is approved by the municipality.

**Roof ventilation** – ask your builder how many air vents you have for roof ventilation, where they are and when maintenance is required.

**Sod** – it is possible that sod may not be laid at the time you move into your new home. Time of year may be a factor, or local municipalities may delay this process to ensure certain subdivision requirements have been met. If your sod has not been laid, make note of this on your PDI.

**Swales** – some lots require shallow runoff trenches (also known as “swales”) to help collect and drain water. Ensure that they are even and of a uniform slope.

**Windows** – make sure all windows are caulked around their frames where the frame meets the walls of the house. And make sure there are no cracked panes.