

HVAC Inspection Checklist

Use this worksheet to organize your thoughts and findings about your system's condition, performance, and potential costs before closing or down the line.

System age & lifespan

- How old is the furnace?
- How old is the AC unit or heat pump?
- What is the average lifespan of this system type?
- Based on its condition, how many years of service might reasonably remain?

Notes: _____

Performance & efficiency

- Is the system heating and cooling to proper temperature ranges?
- Are airflow levels consistent throughout the home?
- Is the system operating at expected efficiency?
- Are there signs of reduced performance or strain?

Notes: _____

Safety & condition

- Are there any safety concerns (e.g., cracked heat exchanger, exposed wiring)?
- Are electrical connections secure and up to code?
- Are refrigerant levels normal?
- Is there visible corrosion, rust, or leaks?

Notes: _____

Ductwork & distribution

- Is the ductwork properly sealed and insulated?
- Are there signs of leaks or airflow restrictions?
- Are any rooms receiving inadequate heating or cooling?

Notes: _____

Maintenance history

- Has the system been regularly serviced?
- Are maintenance records available?
- When was the last professional tune-up?
- Are filters clean and properly installed?

Notes: _____

Repair or replacement outlook

- Are any repairs recommended before closing?
- What repairs are urgent vs. routine maintenance?
- What is the estimated cost of recommended repairs?
- If replacement is likely soon, what is the estimated cost range?

Notes: _____

