



New Build Prep Checklist

Phase 5: Construction Begins

- Conduct Site Walk-Through with Builder**
Review plans and stake out the footprint.
- Monitor Progress at Key Milestones**
(Foundation, Framing, Rough-ins, Drywall, Final Finishes)
- Schedule Inspections**
Coordinate with builder and city inspectors.
- Track Change Orders**
Keep a written record of any changes and their costs.

Phase 6: Final Steps & Move-In

- Walk Through & Create Punch List**
Note any deficiencies or final touch-ups needed.
- Schedule Final Inspection**
Ensure code compliance and occupancy approval.
- Review Warranties and Manuals**
Understand builder warranty and manufacturer documents.
- Set Up Utilities & Services**
Power, water, internet, security, etc.
- Plan Your Move**
Hire movers, notify USPS, update address info.

BONUS TIPS

- Keep a Home Build Journal or binder with all documents, notes, and updates.
- Use a cloud folder (Google Drive/Dropbox) for plans, receipts, and contracts.
- Ask for photo documentation of work at various stages.

**You've got the checklist –
now let's put it into action.**

Don't navigate the building process alone. We're here to guide you every step of the way.



New Build Prep Checklist

Phase 1: Pre-Planning & Budgeting

- Determine Your Budget**
Include home price, land cost, design fees, permits, utilities, landscaping, and contingencies.
- Secure Financing**
Get pre-approved for a construction loan or mortgage.
- Choose Your Lot**
Consider location, soil conditions, HOA requirements, and lot orientation.
- Define Your Must-Haves vs. Nice-to-Haves**
Prioritize features to stay within budget.

Phase 2: Design & Planning

- Hire a Builder/Contractor**
Research, interview, check references, and review past work.
- Choose a Floor Plan**
Customize based on lifestyle, family size, and future needs.
- Select an Architect or Designer** (if not included with builder)
- Review Local Building Codes & HOA Guidelines**
Ensure your plans comply before finalizing designs.

Phase 3: Permits, Contracts, and Scheduling

- Obtain Necessary Permits**
Coordinate with your builder to ensure all approvals are secured.
- Review & Sign Construction Contract**
Understand scope, timelines, payment schedule, change order process, and warranties.
- Set a Tentative Timeline**
Get estimated start and completion dates.
- Establish Communication Expectations**
Decide how/when you'll receive updates from your builder.

Phase 4: Pre-Construction Selections

- Finalize Design Selections**
Choose finishes, flooring, paint colors, lighting, cabinetry, etc.
- Order Appliances & Fixtures**
Consider lead times and delivery schedules.
- Plan for Energy Efficiency**
Explore insulation, HVAC, windows, solar, and energy-smart upgrades.
- Decide on Smart Home Features**
Plan wiring or tech infrastructure in advance.

Schedule your complimentary consultation today!

www.teabowresidential.com | 301-213-2555 | clientcare@teabowresidential.com