

Keep every fault in a new build on one dated sheet, so the record of what was reported and when exists in your handwriting rather than in a builder's inbox.

Every fault found in a new build, from the first walk-round to sign-off, with the dates that turn a complaint into a record.

What a developer has to put right, how long you have to report it and what any warranty covers differ by country and by scheme. This sheet records what you found and what happened next — check the terms that actually apply to your purchase, and report faults the way those terms require.

Handover date

[illegible]