

New Home Record Sheet

Capture the things you need to know about a new property while you are still paying attention, rather than at two in the morning during a leak.

The things you need to find out in the first weeks in a property, and will regret not knowing at two in the morning.

START HERE

Fill in the shut-off section first, before anything else, and walk to each one so you know the route in the dark. Everything else on this sheet can wait; that part cannot.

SHUT-OFFS AND ISOLATION walk to each one and note exactly where it is

Mains water stopcock

Internal stop valve

Gas meter and emergency control valve

Consumer unit / breaker panel

Heating system isolation

METERS AND SUPPLY

Electricity meter no.	Reading on arrival	Date
Gas meter no.	Reading on arrival	Date
Water meter no.	Reading on arrival	Date
Electricity supplier	Gas supplier	
Water supplier	Broadband	

SYSTEMS IN THIS PROPERTY tick what you have — it changes what needs servicing

☐ Gas boiler

- | | |
|--|---|
| ☐ Oil boiler | ☐ Septic tank or treatment plant |
| ☐ Heat pump | ☐ Mains water |
| ☐ Electric heating | ☐ Private well |
| ☐ Solid fuel stove or open fire | ☐ Water softener |
| ☐ Solar thermal or PV | ☐ Sump pump |
| ☐ Mains drainage | ☐ Air conditioning |
| | ☐ Mechanical ventilation |

Anything unusual about this property

Notes and anything specific to yours