



Get all the facts  
about La Garantie  
des maisons neuves  
de l'APCHQ

Everything you need to know about  
buying a new home

## The Pre-Delivery Inspection: A Key Step



**Finding a good builder made easy**





Everything you need  
to know about  
buying a new home



## **The Pre-Delivery Inspection: A Key Step**

**LA GARANTIE DES MAISONS NEUVES DE L'APCHQ**

5930 Louis-H.-Lafontaine Blvd, Anjou, Québec H1M 1S7


Telephone: 514-353-1120 or 1-866-613-8494

[garanties@apchq.com](mailto:garanties@apchq.com)



## The Pre-Delivery Inspection: A Key Step





Since January 1, 1999, new residential buildings in Québec have been covered by a mandatory guarantee plan overseen by the Régie du bâtiment du Québec, under an order-in-council.

As private administrator of the mandatory plan, ***La Garantie des maisons neuves (GMN) de l'Association provinciale des constructeurs d'habitations du Québec (APCHQ)***,\* the Québec home builders association new-home warranty program acts as guarantor for certain legal and contractual obligations of the builder, under the *Regulation respecting the guarantee plan for new residential buildings*. The builder is required to build homes in compliance with the current *Building Code*, meet certain quality standards and ensure that customers are well informed of the steps involved in buying a new home.

\* La Garantie des bâtiments résidentiels neufs de l'APCHQ inc., commonly known as La Garantie des maisons neuves de l'APCHQ, or, in English, as the APCHQ new-home warranty program or the Québec home builders association new-home warranty program, is a plan administrator authorized by the Régie du bâtiment du Québec.

Buying a new home is a major event in your life. In the past few months, you have worked with your contractor on building the home of your dreams. On your countless visits to the site, your home has taken shape before your eyes. It's only a few days now before you can finally take possession. But first, there's a key step you have to take: the pre-delivery inspection.

### **INITIAL WALK-THROUGH WITH THE BUILDER**

It is important to do this initial walk-through with the builder because it gives you an opportunity to check whether all the work has been done to your satisfaction and identify any outstanding items to be completed. It is a crucial step, so take the time to do a full tour of the home, together with your builder. You may also choose to have another person accompany you, preferably a building professional, such as an architect, engineer or technologist.

The pre-delivery inspection tour is also an opportunity to familiarize yourself with your new home. The builder will explain all the features, including how to operate and maintain the systems until the after-sales service kicks in.

Special care is needed during the pre-delivery inspection to detect any possible problems, so that you can immediately bring them to the attention of your builder and document them on the Pre-Acceptance Inspection Form (*Formulaire d'inspection préreception*). In particular, be on the look out for the following two possibilities:



### The Pre-Delivery Inspection: A Key Step

- Work is outstanding. That is, some of the work agreed to in the contract could not be completed by the inspection date. This most commonly includes seasonal work, which is outdoor work that cannot be done due to the weather or time of year.
- Corrective work is needed. Some items fail to meet quality standards or building contract specifications.




## The Pre-Delivery Inspection Checklist

The builder should have provided you with the pre-delivery inspection checklist and certificate of possession form (Pre-Acceptance Inspection Form), which is prepared by the APCHQ new-home warranty program. Go through this form, together with your builder, during the pre-delivery inspection. Carefully inspect all the rooms in the house, followed by the exterior, making sure to verify all items on the checklist.

Be sure to document all outstanding work or deficiencies, including cracked ceramic tiles, scratches on bathtub porcelain or doors that fail to close properly.

If, after you have taken possession of the house, you notice any minor defects not detected during the pre-delivery inspection, you have three days from the date of delivery to add these to the checklist, provided that you haven't yet moved in.

Once you have completed the checklist, sign it and keep it for your records. Your builder will be required to address each item within a reasonable time period. If you and your builder disagree on any issue, be sure to document this on the checklist. You may then call upon the APCHQ new-home warranty program to settle the dispute under the warranty.



Defining our  
terms...



## The Pre-Delivery Inspection: A Key Step

### **PRE-ACCEPTANCE INSPECTION FORM**

This is a document provided by the APCHQ new-home warranty program listing items to be checked during the pre-delivery inspection. It is not an exhaustive list, so the beneficiary and the builder may add other items. The document also includes a certificate of possession.

### **DECLARATION OF RECEPTION OF BUILDING**

The declaration of reception of building is found at the end of the Pre-Acceptance Inspection Form. In signing this document the beneficiary takes possession of the house and declares it fit for the use for which it was intended. The beneficiary must determine if he accepts the building «without reservation», that is, that following the inspection of the premises he declares that the work is agreed upon is complete and is satisfactory. In the case where there remains work to be completed or to be corrected, the beneficiary must indicate that he accepts the work «with reservation» that is, with the understanding that the work to be done will be completed within a reasonable period of time after the beneficiary takes possession.

### **ITEMS TO BE COMPLETED**

These are items in the building contract that could not be completed before the buyer took possession.

### **ITEMS TO BE CORRECTED**

These are items completed under the building contract for which faulty workmanship have been documented.