Used item inspection checklist

Record condition and questions before paying for a used item.

Three steps

1. Inspect safely
2. Ask about known issues
3. Compare total repair and purchase cost

A worked example

Item	Desk
Condition check	Leg stability
Issue	Loose joint
Seller answer	Ask

A loose joint needs assessment before buying.

Avoid unsafe testing and verify ownership where appropriate.

Used item inspection checklist

Use one row per item or decision. Start with what you know.

Item	Condition check	Issue	Seller answer

My next action / when