

WORKSHEET 02

Property Visit & Due Diligence Worksheet

A practical field worksheet for land seekers and landowners to inspect, observe and verify before moving forward.

Good decisions begin with careful observation.



PURPOSE

Use this worksheet during or after a property visit to record observations, identify questions, and note what must be verified before any arrangement is considered.



1 | VISIT DETAILS & FIRST IMPRESSIONS



Property / Farm name: _____

Property address / area: _____

Date of visit: _____ Time of visit: _____

Landowner / representative: _____

Visitor(s): _____

Weather / conditions: _____

Type of opportunity being explored

- ☐ Residential / movable dwelling
- ☐ Gardening / growing food
- ☐ Animals or smallholding use
- ☐ Skills exchange / barter
- ☐ Temporary trial arrangement
- ☐ Other: _____

First impressions

What immediately stands out about this property?

What concerns or questions arise straight away?

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2 | SITE OBSERVATIONS & PRACTICAL FEATURES

Record what you can see, access and assess during the visit.

Access & location

- ☐ Road access: _____
- ☐ Entry gate: _____
- ☐ Vehicle access: _____
- ☐ Slope / terrain: _____
- ☐ Nearby neighbours: _____
- ☐ Privacy level: _____
- ☐ General surroundings: _____

Water, power & services

- ☐ Water source: _____
- ☐ Water reliability: _____
- ☐ Electricity availability: _____
- ☐ Solar suitability: _____
- ☐ Waste / sanitation options: _____
- ☐ Mobile signal / internet: _____
- ☐ Emergency access: _____

Existing structures & usable spaces

- ☐ Fences: _____
- ☐ Sheds: _____
- ☐ Shelters: _____
- ☐ Flat areas: _____
- ☐ Gardens: _____
- ☐ Grazing space: _____
- ☐ Storage possibilities: _____

Condition notes

Observations about maintenance, cleanliness, drainage, safety and anything notable.

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3 | DUE DILIGENCE & VERIFICATION

List what must be researched, confirmed or professionally reviewed before moving forward.

Permissions, rules & legalities

- ☐ Zoning / land use rules
- ☐ Structure permissions (buildings, shelters, etc.)
- ☐ Water rights or access permissions
- ☐ Waste / sanitation rules
- ☐ Environmental restrictions (e.g. protected areas)
- ☐ Animal / livestock rules
- ☐ Insurance considerations
- ☐ Written authority to use the land

Documents or evidence to request

- ☐ Ownership proof (title deeds or equivalent)
- ☐ Maps / boundaries (title plan, land registry, etc.)
- ☐ Previous agreements (tenancies, licences, covenants)
- ☐ Utility information (water, electricity, broadband, etc.)
- ☐ Council guidance (planning, permitted use, constraints)
- ☐ Photos / records (existing structures, condition, history)

Questions to ask the landowner

Potential red flags

Still to verify

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4 | DECISION, FOLLOW-UP & NEXT STEPS

Turn your visit notes into clear next actions and decisions.

What looks promising?

What gives me pause?

Overall visit summary

Recommended next actions

Action step	Who is responsible?	Target date	Completed?
			☐
			☐
			☐
			☐

Proceed, pause or walk away?

- ☐ Proceed
- ☐ Proceed with conditions
- ☐ Pause and verify more
- ☐ Walk away

Notes from follow-up conversation



FINAL REMINDER

The best decisions come from observation, verification, and clear communication.