

COMPANY NAME

Date: _____

Property: Sample

Receivership Project Plan

Category	Description	Labor	Material	Total
Plumbing	-Replace/repair missing plumbing in basement and 1 st and 2 nd floors -Install missing hot water tank	\$	\$	\$
HVAC	-Re-install/repair heating system -Repair to oil tanks	\$	\$	\$
Electrical	-Update electrical throughout house -Repair/replace outlets throughout entire house -Install GFCI's in kitchen and bathrooms	\$	\$	\$
Detectors	-Install smoke detectors throughout property (10) -Install carbon monoxide detectors throughout property(6) -Meet with Fire Inspector	\$	\$	\$
Windows	-Replace broken windows (5) -Repair/ replace screens (25) - Install new basement windows	\$ \$ \$	\$ \$ \$	\$ \$ \$
De-leading	-Perform lead inspection -De-lead entire property	\$ \$	\$ \$	\$ \$
Exterior	-Scrape and paint exterior of house and trim -Re-build front porch -Repair front porch ceiling (loose, hanging panels) -Repair/re-install/replace gutters (hanging/missing) -Replace all exterior locks	\$	\$	\$
Interior	-trash-out entire house (1 dumpster) -Repair broken interior doors (10)	\$ \$	\$ \$	\$ \$

Kitchen	-Remove existing cabinets and install new cabinets -Install new back splash, counter top, sink, faucet, and lighting fixtures -Install ceramic tile floor	\$	\$	\$
Bathrooms (2)	-Remove and install two new toilets. -Install two new bathtubs and tub surrounds -Install two new vanities, faucets, and lighting fixtures -Install ceramic tile floors	\$	\$	\$
Paint	-Repair/ patch walls throughout property -Paint all interior walls -Paint all moldings and trim	\$	\$	\$
Ceilings	-Repair ceilings where needed -Paint all ceilings throughout property	\$	\$	\$
Basement	-Repair cracks in foundation -Re-point foundation where needed -Clean oil spill -Repair hatchway door -Paint and seal foundation walls	\$	\$	\$
Floors	-sand and polyurethane all hardwood floors (1 st , 2 nd , and 3 rd floors)	\$	\$	\$
				Total \$