



Overseas Property Owner Repair Review Checklist

What to review before approving work or sending more money



Managing property repairs from overseas?

Managing repairs from another country can be stressful. When you are not there in person, it is easier to miss scope gaps, unclear pricing, weak documentation, or payment requests that are not fully supported. Use this checklist before you approve a contractor, release a deposit, or agree to added costs.



1. Confirm the basics first

- Full property location
- Contractor's full name or company name
- Phone number and email
- Written quote, not just a verbal price
- Recent photos or videos of the area
- Clear description of the problem being fixed



2. Check whether the quote is actually clear

- Work included
- Materials included
- Rooms or areas included
- Exclusions
- Demo, prep, cleanup, and disposal included
- Payment terms and schedule
- Estimated timeline



Red Flags

- Price with little or no breakdown
- Vague wording like "miscellaneous repairs"
- No mention of cleanup or disposal
- No note about hidden damage or added scope



3. Make sure the scope matches the photos

- Photos support the work being quoted
- Damaged areas shown clearly
- Wide-angle and close-up photos included
- Affected vs unaffected areas visible
- Quote reflects what the photos show



If the photos and quote do not align, pause before approving.



4. Compare quotes properly

- Contractors are pricing the same scope
- Same rooms or areas included
- Materials and finishes are comparable
- Important steps are not missing
- One quote is not unrealistically low



A cheaper quote is not always the better quote if important items are missing.



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5. Be careful with deposits and payment requests

- Deposit purpose is clear
- Payment stages are defined
- Progress photos support the request
- Added costs are documented
- Scope changes are explained



Best Practice: Use milestone-based payments tied to visible progress.



6. Review “extra cost” requests carefully

- What changed from the original scope?
- When was it discovered?
- Is there photo proof?
- Is the added work necessary?
- Was the original quote missing something obvious?



Never approve added costs without written explanation and supporting photos.



7. Keep your own file

- All quotes received
- Photos before work starts
- Progress photos
- Invoices and payment receipts
- WhatsApp or email communications
- Change requests and approvals



Good documentation protects you.



8. Know when to get a second opinion

- The quote feels too high or too low
- The scope is unclear
- Contractors are pricing very differently
- You are being asked for more money mid-project
- You are unsure whether progress matches payment
- You are managing the project entirely from overseas



Need help reviewing a contractor quote or payment request?

Ricketts Estimating & Project Services provides independent remote review and owner-side advisory support for overseas property owners.

Services available: Second Opinion Review • Compare My Quotes • Overseas Owner Support
Remote, document-based support only. Site visits are not included unless separately agreed in writing.

Send your quote, photos, and project details to get started.

