

**CONSTRUCTION PUNCH LIST  
CHECK LIST**

CATEGORY	ITEM	REPORTED	COMPLETED
<b>CEILINGS</b>			
	Are there any visible drywall tape joints? Check in natural light and with lights on		
	Are the holes for light fixtures and vents overcut so there are gaps at the coverplate		
	Do you notice any cracks in the ceiling		
	Do you notice any cracks at the corners of skylights		
	Do you have adequate access to your attic and is it insulated properly		
	Are skylights sealed		
	Are smoke detectors installed and operational		
<b>WALLS</b>			
	Are there any visible tape joints not properly sanded or missing paint		
	Are there any cracks at the corners of door and windows		
	Do you see any screw heads popped through the drywall		
	Do you see any nail heads popped in wood framing		
	Is there adequate paint coverage or do you see thin spots		
	If your walls are textured, is it uniform		
	Do you notice any gouges, dings or crushed corners		
	Are there any cracked or chipped wall tiles		
	Are there any broken grout pieces on tile walls		
	Is wall covering secure at wall ends and corners		
	Are any trim pieces tight to the wall with no gaps		
<b>DOORS AND WINDOWS</b>			
	Check frames for damage - dents, scratches, buckling		
	Doors should open and close smoothly without catching		
	Self-closing doors should latch on closing		

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CATEGORY	ITEM	REPORTED	COMPLETED
	Is there weatherstripping on all exterior doors		
	Are there sweeps at the bottom of exterior doors		
	Do doors close tightly and lock properly		
	Is there any light visible around the door perimeter or bottom		
	Do door hinges have all their screws		
	Does the door threshold create a trip hazard		
	Is the door threshold sealed to prevent water intrusion		
	Are there any gaps between the door frame and the wall		
	Are all your door stops installed		
	Do windows open and close easily without sticking		
	Do windows lock easily		
	Are screens installed and secure		
	Are any glass panes cracked		
	Do you notice any moisture between glass panes		
	Are your doors undercut to clear the carpet and for circulation		
	If you have closers at the top of your doors, do they work properly		
	Any glass sliding, pocket or bi-fold doors should slide smoothly on their tracks		
<b>CABINETS AND COUNTERS</b>			
	Are there any open cutouts at the back of your base cabinets		
	Are there any exposed nail or screw ends inside your cabinets		
	Do your cabinet doors easily open and close		
	Do your cabinet hinges contain all their screws		
	Are there any gaps at mitered corners of upper cabinet moldings		
	Is your molding glued or nailed		
	Do your cabinet drawers glide easily without catching		

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CATEGORY	ITEM	REPORTED	COMPLETED
	Is laundry, linen and cabinet shelving installed correctly		
	Are closet rods installed		
	Is your sink sealed to your countertop		
	Are your joints in a granite, marble or stone countertop uniform and sealed		
	Are there any gaps at countertop corners		
	Is your backsplash caulked to your wall		
<b>FLOORING</b>			
	Are there any frayed ends on your carpet		
	Does your flooring transition correctly between systems i.e., from tile to carpet		
	Is your tile or stone flooring evenly grouted so the grout joints are the same size		
	Has your floor grout been sealed		
	Is your tile or stone flooring installed level so there is no more than 1/16" rise		
	Are there any cracked or chipped tiles		
	Is your perimeter wood, carpet, stone or vinyl wall base attached		
	Are there any gaps between the base and the wall		
	Are there any gaps between the base and the flooring		
	Are carpet seams visible		
	Is the direction of your carpeting consistent		
	Are there transition strips where different types of flooring meet		
	Is there any damage to flooring from construction operations		
<b>PLUMBING</b>			
	Is your dryer vent connected to the outside		
	Are your plumbing fixtures caulked and sealed		
	Does your garbage disposer work		

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CATEGORY	ITEM	REPORTED	COMPLETED
	Did you run your dishwasher through one full cycle		
	Are shut off valves installed at all water connections i.e. kitchen, bathroom, hot tub		
	Have access panels been installed to access plumbing in your walls		
	Hot and cold water come out of their designated faucets		
	Toilets flush properly		
	Do any of the plumbing connects are the wall leak		
	Do any of your faucets drip		
	Are your plumbing cover plates tight to the wall		
	Do you floor drain have backflow preventers and traps where required		
	Are your toilet paper holders, mirrors securely fastened		
	Is your water heater set correctly		
<b>MECHANICAL</b>			
	Is your microwave exhaust hooked up and working		
	Do your exhaust fans work		
	Have the construction filters been changed in your furnace to clean filters		
	Are all your diffusers and registers installed and open		
	Are your thermostats installed		
	Do your thermostats operate the correct heating and cooling zones		
	Has the gas been tuned on at your furnace and water heater		
	Do you have a humidifier on your furnace and is it installed		
	Is your ductwork insulated and sealed		
	Has your contractor vacuumed/cleaned the ductwork following construction		
	Do you notice any excessive noise, rattling or vibration when AC & furnace run		
	Do all your appliances work		
	Is your range hood connected and vented to the outside		

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CATEGORY	ITEM	REPORTED	COMPLETED
<b>ELECTRICAL / LOW VOLTAGE</b>			
	Verify that phone jacks in all your rooms work		
	Understand which room outlets are switched		
	Will any of your furniture require a floor outlet		
	Are all switchplates / coverplates installed		
	Are there light bulbs in all your overhead lights		
	Has power been brought to the location for future ceiling fans		
	Is there a wall switch for ceiling fans		
	Have all the circuits been labeled in your electrical panel(s)		
	Is your garage door opener connected		
	Have any contacts for security been installed around doors or windows that will conflict with the installation of blinds or drapery		
	Do you have cable jacks installed in all your rooms		
	Visualize your furniture layout, are your jacks in the right place		
	Is your irrigation clock installed and working		
	Do you know where your breaker panel is located		
<b>MISCELLANEOUS</b>			
	Twist all the spindles in your stair rails to make sure none are loose		
	Check stairs and railing for any loose components		
	Do all your hose bibbs work		
	Look for any concrete cracking that is not in a control joint		