

Job Quality Inspection

DATE: _____

TIME: _____ AM PM

JOB: _____

SUPERINTENDENT: _____

ADDRESS: _____

CITY: _____

If an item is not applicable, please mark through it.

GENERAL

Foyer	_____	Living Room	_____	Hall Bath	_____	Full Bath	_____
Dining Room	_____	Kitchen	_____	Bedrooms	_____	Utility Room	_____
Breakfast Rm.	_____	Laundry Rm.	_____	Closets	_____	Porch	_____
Patio	_____	Deck	_____	Garage	_____	Other Areas	_____
Drives	_____	Walks	_____	Yard	_____	Exterior of Home	_____

Comments: _____

DOORS

Verify that the weather-stripping, locking mechanism, thresholds and stops are correctly installed and function smoothly and properly.

Foyer	_____	Living Room	_____	Hall Bath	_____	Full Bath	_____
Dining Room	_____	Kitchen	_____	Bedrooms	_____	Utility Room	_____
Breakfast Rm.	_____	Laundry Rm.	_____	Closets	_____	Porch	_____
Patio	_____	Deck	_____	Garage	_____	Other Areas	_____

Comments: _____

WINDOWS/SCREENS

Verify that the weather-stripping and locking mechanisms are correctly installed and function smoothly and properly.

Foyer	_____	Living Room	_____	Hall Bath	_____	Full Bath	_____
Dining Room	_____	Kitchen	_____	Bedrooms	_____	Utility Room	_____
Breakfast Rm.	_____	Laundry Rm.	_____	Closets	_____	Porch	_____
Patio	_____	Deck	_____	Garage	_____	Other Areas	_____

Comments: _____

ELECTRICAL SWITCHES/OUTLETS/SAFETY SWITCHES

Verify that switches and outlets are tested for electric current (hot), proper grounding and proper polarity.

Foyer	_____	Living Room	_____	Hall Bath	_____	Full Bath	_____
Dining Room	_____	Kitchen	_____	Bedrooms	_____	Utility Room	_____
Breakfast Rm.	_____	Laundry Rm.	_____	Closets	_____	Porch	_____
Patio	_____	Deck	_____	Garage	_____	Other Areas	_____

Comments: _____

SMOKE DETECTOR

Verify that the smoke detectors are functioning properly. _____

Comments: _____

LIGHT FIXTURES

Verify that fixtures are hung straight and level and that the bulbs are installed and burn.

Foyer _____	Living Room _____	Hall Bath _____	Full Bath _____
Dining Room _____	Kitchen _____	Bedrooms _____	Utility Room _____
Breakfast Rm. _____	Laundry Rm. _____	Closets _____	Porch _____
Patio _____	Deck _____	Garage _____	Other Areas _____

Comments: _____

HVAC UNIT

Verify that heating and cooling systems, including thermostat(s), insulation, and filter are correctly installed and operating properly. Verify that unit turns on. Verify that air flow is at each vent and that vent opens and closes. _____

Comments: _____

HOT WATER HEATER

Check the pop-off valve and drain to make sure they are functioning properly. Verify that hot water flows out of all faucets. _____

Comments: _____

BREAKER BOX

Check to make sure the door opens and closes properly, all circuits are labeled properly, and the breakers are functioning properly. _____

Comments: _____

BASEBOARDS/TRIM

Inspect baseboards and trim for proper installation and appearance. _____

Comments: _____

WALLS/CEILINGS

Check all walls and ceilings to verify that appearance is acceptable. _____

Comments: _____

CLOSETS

Inspect shelves and rods for proper installation and appearance.

Bath _____	Full Bath _____	Other Areas _____
Bedrooms _____	Utility Room _____	Laundry Rm. _____

Comments: _____

FLOOR COVERING

Inspect all carpet for proper installation and appearance. Inspect all vinyl, ceramic tile and wood flooring for proper installation and appearance.

Comments: _____

COUNTERTOPS

Inspect all countertops for proper caulking, level and anchors, and check for the presence of scratches, nicks, and burns.

Comments: _____

CABINETS

Inspect doors, drawers, shelves and hardware for proper installation and operation. Check that all drawers and doors open properly.

Comments: _____

PLUMBING

Inspect for proper fittings, water draining freely, hot and cold water, proper washer/dryer hookups and the presence of any leaks. Check and record water pressure.

Hall Bath _____ Full Bath _____ Kitchen _____
Bedrooms _____ Utility Room _____ Laundry Rm. _____ Closets _____

Comments: _____

KITCHEN PLUMBING FIXTURES

Inspect for proper installation and operation of sink, sprayer, stopper and dishwasher. Check for leaks under the sink. Check the dishwasher door for correct closing. Run the dishwasher through the cycle and check for leaks around the door and under the sink.

Comments: _____

BATHROOM FIXTURES

Inspect for the correct installation and operation of bathroom fixtures. Check for leaks and the presence of any damage to fixtures. Place a double hand full of toilet tissue in the commode and test flush.

Comments: _____

TOWEL BARS/PAPER HOLDERS/SOAP DISH/TOOTHBRUSH HOLDERS/TUMBLER

Inspect for proper installation and location.

Comments: _____

MIRRORS

Verify that mirrors are plumb and square and there are no factory defects in the silvering and no cracks or chips on glass edges.

Comments: _____

VENT FANS

Check for proper installation and operation.

Comments: _____

APPLIANCES

Check for proper installation and operation of:

Range		Hood		Refrigerator	
turn on	_____	light	_____	gasket	_____
temperature control	_____	fan	_____	ice maker	_____
oven light	_____			light	_____
broiler pan	_____	Garbage Disposal	_____	shelves	_____
oven elements	_____	turn on and run	_____	temperature control	_____
burner eyes	_____	reset button	_____		
oven racks	_____	seal	_____	Dishwasher	_____
		stopper	_____	arm	_____
Microwave		proper drainage	_____	basket	_____
light	_____			controls	_____
fan	_____			drainage system	_____
				door	_____
				run full cycle	_____

Comments: _____

FIREPLACE

Inspect for proper installation, operation, and appearance.

Hearth	_____	Surround	_____	Unit	_____	Screens	_____
Glass	_____	Damper	_____	Doors	_____		

Comments: _____

CLEANLINESS

Inspect for thoroughness of cleaning. _____

Comments: _____

EXTERIOR OF HOME

Painting		Roof		Trim	
full coverage	_____	all shingles in place	_____	matched in place	_____
caulking at joints	_____	valleys appear normal	_____	fitting properly	_____
		Ridge shingles in place	_____	soffit vents open	_____
Gutters		Brick		Patio/Walk/Drive	
Heating & A/C Unit				level (no bird baths)	_____
installed level in	_____			drains	_____
workmanlike manner	_____			no cracks or	_____
				separations	_____

Comments: _____

YARD

Bushes

alive & healthy

Sod
in place
rolled

Lawn
level
raked
seeded

Comments: _____

Superintendent

Production Manager

Brian T Armstrong