

ADELIE CONSTRUCTION

Final Walkthrough and Punch List

Document incomplete work and closeout records before final payment.

HOMEOWNER PLANNING TOOL

Project name: _____

Property address: _____

Date started: _____ Target start: _____

Use this workbook to organize questions and decisions before they become expensive field changes. It is a planning aid, not project-specific legal, design, engineering or code advice.

Walkthrough Method

Inspect in good daylight

Test doors, drawers, fixtures and controls

Use blue tape plus a numbered written list

Assign one responsible person and due date per item

Closeout Records

Final inspection approval

Warranties and care instructions

Paint colors and leftover materials

Lien releases, receipts and final invoice

Punch List

Item number and room

Issue observed

Photo reference

Responsible trade

Target correction date

Verified complete date

Questions for ADELIE

Use this space for decisions that require a site visit, drawings, trade input or a written proposal.
