



# Construction Material Inventory Checklist Template

 Show only Checklist

Display Style  
Default 

## Project & Location Details

Record project information and specific location being checked.

### Project Name

- Select Project
- Project A
- Project B
- Project C

### Location ID/Code

Write something...



### Inventory Date

Enter date...

### Inventory Time

Enter time...

### Temperature (if applicable)

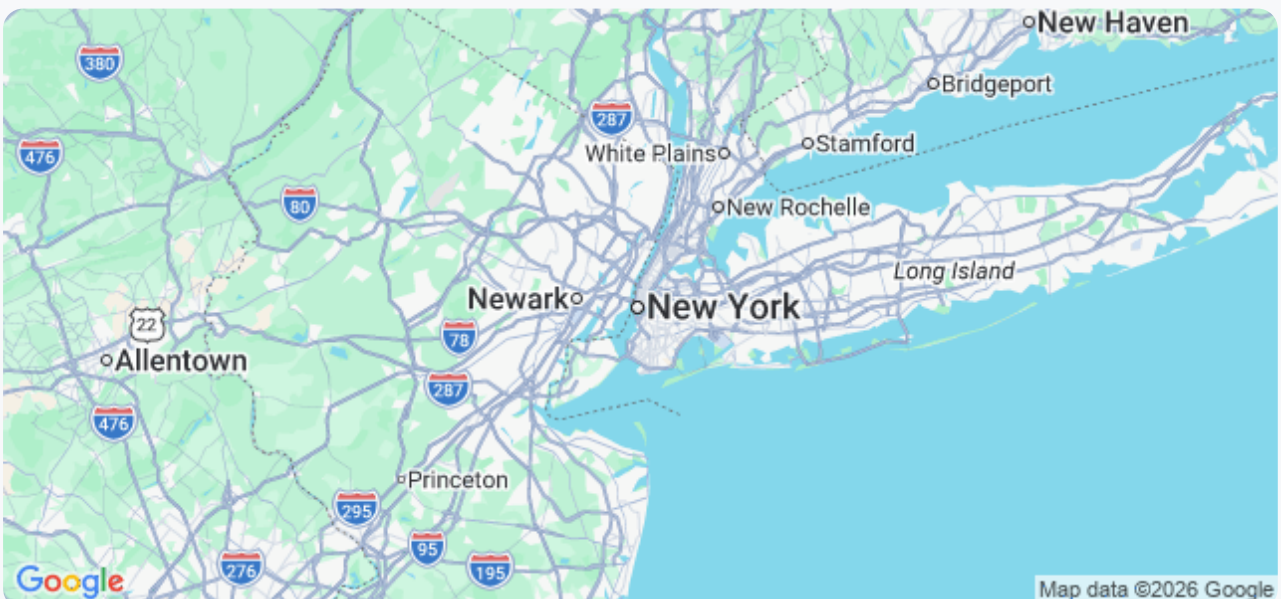
Enter a number...

### Inspector/Auditor

- Select Inspector
- Inspector 1
- Inspector 2

### GPS Coordinates (Optional)

 [Set My Current Location](#)



# Material Verification - Lumber

Check quantities, condition, and proper storage of lumber.

**Lumber Type (e.g., 2x4, 4x6)**

Enter a number...

**Length (ft)**

Enter a number...

**Quantity (Pieces)**

Enter a number...

**Grade (e.g., Select, #1, #2)**

- Select
- #1
- #2
- Common

### Condition

- Good
- Fair
- Damaged

### Notes on Condition (if applicable)

Write something...

### Moisture Content (%)

Enter a number...

## Material Verification - Concrete & Aggregates

Verify stock levels and storage conditions for concrete, gravel, and sand.

### Concrete - Quantity (Cubic Yards)

Enter a number...

### Gravel - Quantity (Tons)

Enter a number...

### Sand - Quantity (Tons)

Enter a number...

### Concrete - Condition

- Excellent
- Good
- Fair
- Poor

### Gravel - Condition

- Excellent
- Good
- Fair
- Poor

### Sand - Condition

- Excellent
- Good
- Fair
- Poor

### Notes on Storage/Issues

Write something...

# Material Verification - Fasteners (Nails, Screws, Bolts)

Count and assess the condition of fasteners, ensuring proper storage.

## Nails - Quantity on Hand

## Nails - Required Quantity (Project)

## Nails - Condition

- Excellent
- Good
- Fair
- Poor
- Rusty

## Screws - Quantity on Hand

### Screws - Required Quantity (Project)

Enter a number...

### Screws - Condition

- Excellent
- Good
- Fair
- Poor

### Bolts - Quantity on Hand

Enter a number...

### Bolts - Required Quantity (Project)

Enter a number...

## Material Verification - Roofing Materials

Check quantities and condition of shingles, felt, and other roofing supplies.

### Shingle Bundle Count (Actual)

Enter a number...

### Shingle Bundle Count (Expected)

Enter a number...

### Shingle Type

- Asphalt
- Tile
- Metal
- Composite

### Underlayment Type

- Felt
- Synthetic
- Ice & Water Shield

### Ice & Water Shield Roll Count

Enter a number...

### Notes on Roof Material Condition (Damage, Weathering)

Write something...

### Storage Condition

- Dry
- Slightly Damp
- Wet
- Exposed to Elements

### Photo Documentation (optional)

 Upload File

## Material Verification - Electrical Supplies

Verify stock levels and proper storage of wires, conduits, and electrical components.

### Wire Gauge (e.g., 12/2)

Enter a number...

**Quantity of Wire (feet)**

Enter a number...

**Quantity of Conduit (feet/length)**

Enter a number...

**Number of Electrical Boxes**

Enter a number...

**Number of Outlets/Receptacles**

Enter a number...

**Wire Condition (New/Used/Damaged)**

- New
- Used
- Damaged

**Conduit Type (PVC/Metal/Flexible)**

- PVC
- Metal
- Flexible

**Notes/Comments (e.g., specific issues, storage concerns)**

Write something...

## Material Verification - Plumbing Supplies

Check quantities and storage of pipes, fittings, and fixtures.

**Pipe (Schedule 40, 1/2") Quantity**

Enter a number...

**Pipe (Schedule 40, 3/4") Quantity**

Enter a number...

**Pipe (Schedule 40, 1") Quantity**

Enter a number...

### **PVC Fittings (90-degree elbows) Quantity**

Enter a number...

### **PVC Couplings Quantity**

Enter a number...

### **Valve Condition**

- Good
- Fair
- Damaged

### **Notes on Plumbing Supplies Condition**

Write something...

## **Material Verification - Tools & Equipment (Stored)**

Confirm the presence and condition of stored tools and equipment.

### **Power Tool Inventory - Circular Saw**

Enter a number...

### Power Tool Inventory - Drill/Driver

Enter a number...

### Hand Tool Inventory - Hammer

Enter a number...

### Equipment Inventory - Generator (if applicable)

Enter a number...

### Condition of Equipment (General)

- Excellent
- Good
- Fair
- Poor
- Needs Repair

### Notes on Equipment Condition/Repair Needed

Write something...

### Photo of Equipment Condition (Optional)

 Upload File

# Damage & Loss Reporting

Document any damaged, missing, or lost materials.

## Description of Damaged/Lost Material

Write something...

## Quantity Damaged/Lost

Enter a number...

## Estimated Value of Loss (\$)

Enter a number...

## Reason for Loss/Damage

- Theft
- Accidental Damage
- Weather Related
- Poor Storage
- Unknown

### Condition of Damaged Material

- Cracked
- Broken
- Moisture Damage
- Rust
- Other

### Upload Photo of Damage (Optional)

 Upload File

### Corrective Actions Taken/Planned

Write something...

## Inventory Discrepancies & Actions

Record any discrepancies between physical count and records, and the corrective actions taken.

### Describe the Discrepancy

Write something...

### Expected Quantity

Enter a number...

### Actual Quantity

Enter a number...

### Possible Cause (Select One)

- Theft
- Miscount
- Shipping Error
- Damage
- Usage
- Data Entry Error

### Corrective Actions Taken

Write something...

### Date of Correction

Enter date...

### Adjusted Quantity

Enter a number...

# Sign-Off & Review

Confirmation of checklist completion and area for review and signature.

## Date of Review

Enter date...

## Time of Review

Enter time...

## Reviewer Name

Write something...

## Reviewer Title/Position

Write something...

## Review Comments/Notes

Write something...

## Reviewer Signature