

Construction Project Checklist Template

 Show only Checklist

Display Style
Default 


Pre-Construction Planning

Tasks related to initial project setup, permits, and approvals.

Project Description

Write something...

Site Survey Document

 Upload File



Project Delivery Method

- Design-Bid-Build
- Design-Build
- CM at Risk
- Integrated Project Delivery (IPD)

Project Start Date (Planned)

Enter date...

Estimated Project Budget

Enter a number...

Required Permits

- Building Permit
- Electrical Permit
- Plumbing Permit
- Environmental Permits
- Zoning Approval

Key Stakeholders & Contact Information

Write something...

Site Preparation

Activities for clearing, grading, and preparing the construction site.

Site Survey Completion Date

Enter date...

Existing Site Conditions Report Summary

Write something...

Area Cleared (square feet)

Enter a number...

Environmental Hazards Identified?

- Asbestos
- Lead
- Soil Contamination
- None

Site Photos (Before Clearing)

 Upload File

Topsoil Removed (cubic yards)

Enter a number...

Erosion Control Measures Implemented?

Yes

No

Notes on Site Preparation Challenges & Resolutions

Write something...

Foundation & Substructure

Checklist items for foundation pouring, curing, and related inspections.

Concrete Pour Volume (Cubic Yards)

Enter a number...

Concrete Pour Date

Enter date...

Rebar Size (Diameter in Inches)

Enter a number...

Rebar Placement Verification

- Per Plans
- Minor Adjustments Made (Documented)

Concrete Strength Test Results

- Meets Specification
- Fails Specification (Requires Remediation)

Notes on Concrete Quality & Placement

Write something...

Concrete Inspector Signature

Foundation Depth (Feet)

Enter a number...

Framing & Structure

Verification of structural framing, bracing, and connections.

Foundation Elevation Verified?

Wall Framing Straightness?

 Yes No NA

Number of Wall Braces Installed

Joist Hangers Properly Secured?

 Yes No NA

Framing Inspection Date

Notes on Framing Inspection

Write something...

Number of Headers Installed

Enter a number...

Rough-in Plumbing & Electrical

Inspection of plumbing pipes, electrical wiring, and HVAC ductwork before insulation and drywall.

Plumbing Permit Status

- Approved
- Pending
- Rejected

Electrical Permit Status

- Approved
- Pending
- Rejected

Number of Plumbing Fixtures Installed

Enter a number...

Number of Electrical Outlets Installed

Enter a number...

Plumbing Rough-in Inspection Date

Enter date...

Electrical Rough-in Inspection Date

Enter date...

Plumbing Inspection Notes

Write something...

Electrical Inspection Notes

Write something...

Insulation & Drywall

Checklist for proper insulation installation and drywall hanging, taping, and finishing.

Insulation R-Value (Actual)

Enter a number...

Insulation Type

- Fiberglass
- Spray Foam
- Cellulose
- Mineral Wool

Drywall Joint Compound Application Notes

Write something...

Drywall Finishing Defects Observed

- Cracks
- Ripples
- Pinholes
- Fastener Head Impressions

Drywall Inspection Date

Drywall Installer Signature

Number of Drywall Sheets Installed

Interior Finishes

Verification of flooring, painting, trim, doors, and hardware installation.

Wall Paint Finish Quality (1-10)

Flooring Type Installed?

- Tile
- Hardwood
- Carpet
- Laminate
- Vinyl

Notes on Trim Installation

Write something...

Door Hardware Installation Quantity

Enter a number...

Door Swing Direction Correct?

- Yes
- No

Date of Painting Completion

Enter date...

Any issues found during final walkthrough?

Write something...

Interior Finishes Inspector Signature

Exterior Finishes

Inspection of siding, roofing, windows, and exterior doors.

Roofing Material Thickness (inches)

Enter a number...

Roofing Material Type

- Asphalt Shingles
- Metal Roofing
- Tile Roofing
- Slate Roofing
- Other

Siding Material R-Value

Enter a number...

Siding Material Type

- Vinyl
- Wood
- Brick
- Stucco
- Metal
- Other

Window Installation Date

Enter date...

Window and Door Sealing Details

Write something...

Exterior Finish Photos

 Upload File

Exterior Door Material

- Wood
- Fiberglass
- Steel
- Aluminum
- Composite

Mechanical, Electrical & Plumbing (MEP) Systems

Final verification of all MEP systems, including testing and commissioning.

Water Pressure (PSI)

Enter a number...

Electrical Voltage (V)

Enter a number...

HVAC System Functionality

- Operating Properly
- Minor Issues
- Major Issues

Plumbing Leak Tests

- Hot Water
- Cold Water
- Drain Lines

MEP System Commissioning Date

Enter date...


Time of Commissioning

Enter time...

Notes on System Performance

Write something...

System Commissioning Report

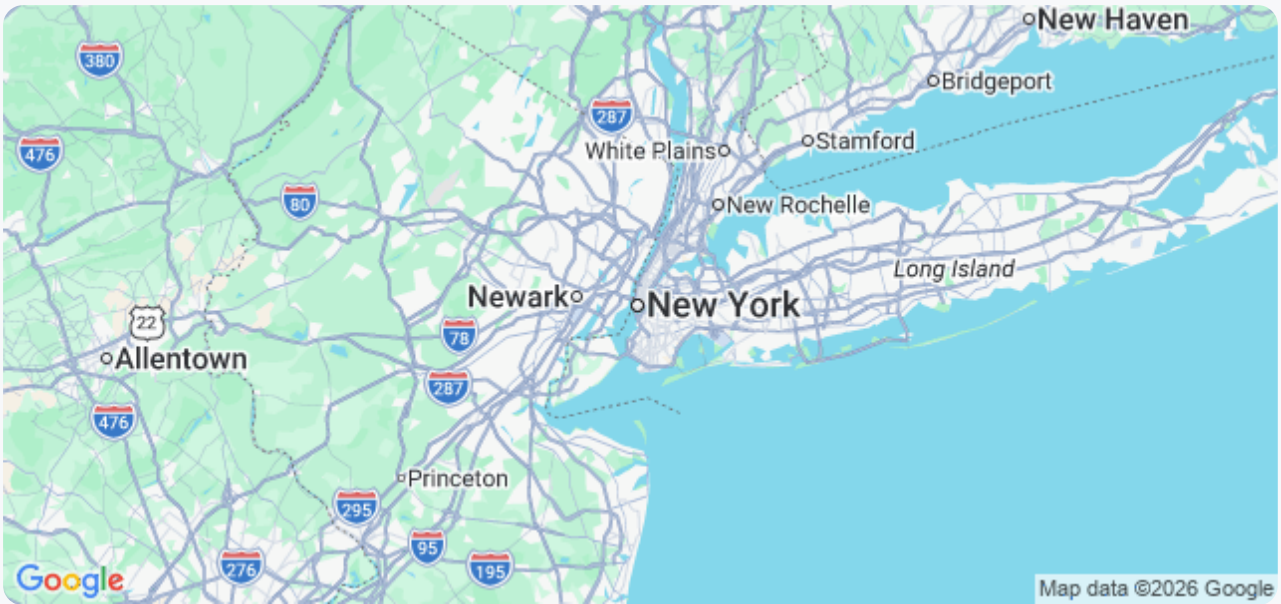
 Upload File

Landscaping & Site Restoration

Tasks for landscaping, paving, and general site cleanup.

Location of Topsoil Delivery

 [Set My Current Location](#)



Cubic Yards of Topsoil Delivered

Enter a number...

Photos of Initial Site Condition (Prior to Landscaping)

 [Upload File](#)

Plants Installed (Select All That Apply)

- Trees
- Shrubs
- Groundcover
- Flowers
- Grass Seed/Sod

Date of Seeding/Sod Installation

Enter date...

Fertilizer Application Rate (lbs/1000 sq ft)

Enter a number...

Type of Fertilizer Used

Write something...

Notes on Irrigation System Setup

Write something...

Final Inspections & Approvals

Tasks relating to final inspections by authorities and obtaining Certificates of Occupancy.

Scheduled Inspection Date

Inspection Type

- Building Code Compliance
- Fire Safety
- Accessibility
- Environmental
- Other

Inspector Comments/Findings

Number of Open Items/Deficiencies

Supporting Documentation (Photos, Reports)

 Upload File

Inspection Result

- Passed
- Failed
- Conditional Pass

Re-Inspection Date (if applicable)

Enter date...


Project Closeout

Documentation, warranties, as-built drawings, and final project handover.

Final Project Report Summary

Write something...

As-Built Drawings

 Upload File

Project Completion Date

Enter date...

Warranty Information (Manufacturer & Duration)

Write something...

Total Project Cost (Final)

Enter a number...

Outstanding Items / Punch List (if any)

- Item 1
- Item 2
- Item 2
- None

Client Sign-off
