



Exterior Painting/Staining Checklist

Project Planning & Preparation

Initial steps and considerations before any painting or staining begins. Includes material selection, permitting, and site protection.

Project Budget

Project Start Date (Planned)

Project Completion Date (Estimated)

Paint/Stain Type

- ☐ Oil-Based
- ☐ Water-Based (Acrylic)
- ☐ Specialty (e.g., Elastomeric)

Description of Scope of Work


Write something...

Permit Required?

☐ Yes

☐ No

Site Photos (Pre-Project)

 Upload File

Notes on Existing Conditions (e.g., peeling, mold)

Write something...

Surface Preparation

Crucial steps to ensure proper adhesion and a lasting finish. This includes cleaning, scraping, sanding, and repairing damage.

Describe Existing Condition of Surfaces (e.g., peeling paint, mildew, rot)

Write something...

Identify Surface Issues to Address:

- ☐ Peeling/Cracking Paint
- ☐ Mildew/Algae
- ☐ Rot/Decay
- ☐ Loose Caulking
- ☐ Nail Pops/Head Protrusions
- ☐ Staining from Rust
- ☐ Other (Specify in Long Text)

Estimated Square Footage to be Prepared

Enter a number...

Describe Method Used for Cleaning (e.g., power washing, hand scrubbing)

Write something...

PSI of Power Washer (if used)

Enter a number...

Describe Repair Work Performed (e.g., wood replacement, patching)

Write something...

Scraping Method Used:

- ☐ Manual Scraper
- ☐ Heat Gun
- ☐ Grinder
- ☐ Other (Specify in Long Text)

Describe Sanding Process (grit sizes used, method)

Write something...

Priming (If Applicable)

Details concerning the application of primer, including selection and proper technique.

Primer Type Selection

- ☐ Oil-Based
- ☐ Latex/Water-Based
- ☐ Acrylic
- ☐ Specialty (e.g., Blockage, Stain-Blocking)

Primer Coverage Rate (sq ft/gallon)

Enter a number...

Number of Primer Coats Applied

Enter a number...

Primer Application Date

Enter date...

Notes on Primer Application (e.g., weather conditions, adhesion issues)

Write something...

Primer Drying Time Adherence

☐ Yes

☐ No

☐ N/A

Painting/Staining Application

Step-by-step instructions and checks for the actual painting or staining process.

First Coat Ambient Temperature (°F/°C)

Enter a number...

First Coat Surface Temperature (°F/°C)

Enter a number...

Second Coat Ambient Temperature (°F/°C)

Enter a number...

Second Coat Surface Temperature (°F/°C)

Enter a number...

Application Method (Brush, Roller, Sprayer)

- ☐ Brush
- ☐ Roller
- ☐ Sprayer

First Coat Dry Time (Hours)

Enter a number...

Second Coat Dry Time (Hours)

Enter a number...

First Coat Coverage (Sq. Ft./Gallon)

- ☐ As per product label
- ☐ Less than product label
- ☐ More than product label

Second Coat Coverage (Sq. Ft./Gallon)

- ☐ As per product label
- ☐ Less than product label
- ☐ More than product label

Clean-up & Inspection

Final steps including cleanup, tool maintenance, and a thorough inspection of the finished product.

Debris Removal Complete?

- ☐ Yes
- ☐ No
- ☐ Partial - Requires Further Attention

Type of Waste Disposed Of (e.g., paint cans, rags)

Write something...

Number of Paint Cans/Containers Recycled

Enter a number...

Notes on Any Remaining Issues or Concerns

Write something...

Overall Finish Quality (Subjective Assessment)

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

Date of Final Inspection

Enter date...

Detailed Description of any imperfections noted (e.g., runs, drips, color variations)

Write something...

Safety & Environmental Considerations

Important safety precautions and environmental best practices to follow during the project.

Review SDS (Safety Data Sheet) for all materials?

☐ Yes

☐ No

☐ N/A

Which PPE (Personal Protective Equipment) is being used?

☐ Safety Glasses

☐ Gloves

☐ Respirator

☐ Hearing Protection

☐ Coveralls

☐ Other

Ventilation Plan (Describe)

Write something...

Ambient Temperature (°F/°C)

Enter a number...

Proper disposal method for paint/stain waste?

- ☐ Recycling Center
- ☐ Hazardous Waste Facility
- ☐ Other - Specify
- ☐ N/A


Spill Prevention & Control Measures

Write something...

Is runoff being controlled to prevent environmental contamination?

- ☐ Yes
- ☐ No
- ☐ N/A

Photos documenting environmental controls (if applicable)

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