

FINAL QUALITY ASSURANCE INSPECTION				
PM:	Date:	CS:	Date:	PASS: Y or N
COMMUNITY:	LOT:	STO DATE:	PM	CS
ADDRESS:				
Kitchen		Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Turn on all water sources first thing & let run for duration of the QA				
Cabinet door: adjusted, scratch free & functioning properly				
Cabinet drawers: adjusted, scratch free & functioning properly				
Cabinet: clean inside & out				
Cabinet: properly secured to walls				
Lazy susan: shelves checked & functioning properly				
Microwave outlet: cut is proper size				
Cabinet: all scribe complete, no extra screw holes				
Dishwasher: has been cycled, checked for leaks				
Dishwasher: properly secured				
Range: burners checked, anti-tip installed				
Microwave: venting complete, light & filter checked				
Refrigerator: optional, installed & assembled				
Appliances: checked for scratches & dings				
All appliances are clean & working				
All warranty information placed in warranty drawer in kitchen				
Countertops: checked for scratches, chips or flaws				
Countertops: seams are tight				
Countertops: clean & defect free				
Selfedge: puttied & stained				
Backsplash: caulking complete & free of any voids				
Backsplash: grout is complete & free of any voids				
Backsplash: clean of any excessive caulking or grout				
Sink: no scratches, dings or flaws				
Sink: caulking is complete with no voids				
Sink: checked for leaks & fittings are tight				
Faucet: hot & cold are correct				
Faucet: clean & defect free				
Disposal: has been ran & is debris free				
Flooring: checked for tears, nicks or other defects				
Flooring: clean & properly installed				
Outlets: have been checked & are in working order				
Walls: inspected for defects				
Walls: all touch-up complete				
Windows: proper install, operation, screens & locks				
Windows: clean includes paint & excessive caulking				
Window sills: caulking & paint touch-up complete				
Baseboards: caulking & paint touch-up complete				
Doors: caulking & paint complete includes door trim				
Door stops, knobs complete & function properly				
Door jamb, casing: all touch-ups complete				

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<b>Dining Room</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Walls: inspected for defects			
Walls: all touch-up complete			
Windows: proper install, operation, screens & locks			
Windows: clean, includes paint & excessive caulking			
Window sills: all caulking & paint touch-up complete			
Baseboards: all caulking & paint touch-up is complete			
Doors: caulking & paint complete includes door trim			
Door stops, knobs complete & function properly			
Door jambs, casing: All touch-ups complete			
Flooring: checked for tears, nicks or other defects			
Flooring: clean & properly installed			
Outlets: have been checked & are in working order			
Light fixture has been inspected for bulbs & other defects			
<b>Living Room</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Windows: proper install, operation, screens & locks			
Baseboards: caulking & paint touch-up complete			
Window sills: caulking & paint touch-up complete			
Door stops, knobs complete & function properly			
Door jamb, casing: All touch-ups complete			
Doors: caulking & paint touch-up comoplete			
Windows: clean, inludes paint & excessive caulking			
Flooring: checked for tears, nicks or other defects			
Outlets: have been checked & are in working order			
Light fixture: all bulbs in working order			
Light fixture: checked for scratches, nicks or other flaws			
Light fixture: properly secured & functions			
Fire place: flame working & fan with switches			
Fire place: all tile & grout are defect free			
Fire place: all trim touch-up is complete			
Fire place: mantel has been thouroughly inspected			
Fire place: has been cleaned & touched up			
Slider door: adjusted & locks properly			
Slider door: screen installed & functions properly			
Slider door: track is clean & debris free			
Slider door is clean & free of excessive caulking/paint			
Entry door: weather stripping installed			
Entry door: knob/deadbolt installed & functions properly			
Entry door: touch-up complete & is defect free			
Entry door: threshold adjusted & stained			
Entryway: tile/grout has been inspected			
Entry door: keys tested & turned into sales team			
Entryway: casing/base, caulking & touch-up complete			
Light fixture entryway: bulb(s) have been checked			
Light fixture entryway: checked for defects			
Light fixture entryway: clean & properly secured			

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Hallways	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Walls: inspected for defects			
Walls: paint touch-up complete			
Doors: caulking & paint touch-up complete			
Door jamb, casing: all touch-ups complete			
Door stops, knobs complete & function properly			
Closets: shelving complete has been inspected			
Outlets: have been checked & are in working order			
Furnace: has been run through a cycle			
Furnace: new filter has been installed			
A/C or heat pump: has been cycled			
Thermostat has been mounted properly & has power			
Bathroom #1	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sink: checked for scratches or other defects			
Sink: caulking in place & properly installed			
Sink: pipe fittings are tight NO leaks			
Faucet: hot & cold are correct			
Faucet: clean & defect free			
Backsplash: caulking complete & free of voids			
Backsplash: grout complete & void free			
Backsplash: clean of excessive grout, caulking or other			
Cabinets: door/drawer adjustment have been made			
Cabinets: doors/drawers checked for any defects			
Cabinets: properly secured			
Cabinets: are clean inside & out			
Countertops: checked for scratches, chips or other defects			
Countertops: seams are tight & have been installed properly			
Countertops: clean & defect free			
Self edge has been puttied & stained			
Flooring: checked for tears, nicks & other defects			
Flooring: clean & properly installed			
Outlets: have been checked & are in working order			
Walls: inspected for defects			
Walls: touch-up has been completed			
Windows: proper install, operation, screens & locks			
Windows: clean, includes excessive paint/caulking			
Baseboards: caulking & paint touch-up complete			
Window sills: caulking & paint touch-up complete			
Doors: caulking & paint touch-up complete			
Door jamb, casing touch-up is complete			
Door stop/ knob, complete & functions properly			
Bathtub: inspected for chips, scratches or other defects			
Bathtub: enclosure & floor, caulking is complete			
Faucet: hot & cold are correct			
Toilet: inspected for chips, scratches or other defects			

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<b>Bathroom #1</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Toilet: has been inspected for leaks			
Toilet: has been adjusted properly			
Toilet: caulking has been properly installed			
Light fixture: all bulbs have been checked			
Light fixture: inspected for scratches, chips or other defects			
Light fixture: has been installed level			
All bath hardware is properly installed			
Mirrors: properly installed & defect free			
<b>Master Bathroom</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sink: checked for scratches or other defects			
Sink: caulking in place & properly installed			
Sink: pipe fittings are tight & there are no leaks			
Faucet: hot & cold are correct			
Faucet: clean & defect free			
Backsplash: caulking is complete & free of any voids			
Backsplash: grout is complete & free of any voids			
Cabinets: doors/drawers adjustments have been made			
Cabinets: doors/drawers checked for any defects			
Cabinets: have been properly secured			
Cabinets: are clean inside & out			
Countertop: inspected for scratches or other defects			
Countertop: seams are tight & have been installed properly			
Countertop: clean & free of any defects			
Self edge has been puttied & stained			
Flooring: checked for tears, nicks & other defects			
Flooring: is clean & properly installed			
Outlets: have been checked & in working order			
Walls: checked for defects			
Walls: touch-up has been completed			
Windows: proper install, operation screens & locks			
Windows: clean, includes excessive paint & caulking			
Baseboards: caulking & paint touch-up is complete			
Window sill: caulking & paint touch-up is complete			
Doors: caulking & paint touch-up is complete			
Door jamb, casing touch-up is complete			
Door stop/knob complete & functions properly			
Bathtubs: inspected for scratches, chips or other defects			
Bathtub: enclosure & floor, caulking is complete			
Faucet: hot & cold are correct			
Toilet: inspected for chips, scratches or other defects			
Toilet: has been inspected for leaks			
Toilet: has been adjusted properly			
Toilet: caulking has been properly installed			
Light fixture: all bulbs have been checked			
Light fixture: inspected scratches, chips or other defects			

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<b>Bedroom # 1</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Flooring: clean, proper install & defect free			
Walls: inspected for defects			
Walls: all touch-up has been complete			
Windows: proper install, operation, screens & locks			
Windows: clean includes excessive paint & caulking			
Window sill: caulking & paint touch-up complete			
Baseboards: caulking & paint touch-up is complete			
Doors: caulking & paint touch-up complete			
Door jamb, casing touch-up is complete			
Door stop/ knob complete & functions properly			
Closet: shelving complete & has been inspected			
Closets: baseboard/ walls touch-up complete			
Outlets: have been checked & are working properly			
Light fixture: inspected for chips, scratches or other defects			
Light fixture: all bulbs have been checked			
<b>Bedroom # 2</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Flooring: clean, proper install & defect free			
Walls: checked for defects			
Walls: all touch-up is complete			
Windows: proper install, operation, screens & locks			
Windows: clean includes excessive paint & caulking			
Window sills: caulking & paint touch-up complete			
Baseboards: caulking & paint touch-up is complete			
Doors: caulking & paint touch-up is complete			
Door jamb, casing touch-up complete			
Door stops/ knobs complete & functions proper			
Closets: shelving complete & has been inspected			
Closets: baseboards/ wall touch-up is complete			
Outlets: have been checked & are working properly			
Light fixture: all bulbs have been checked			
Light fixture: inspected for chips, scratches or other defects			
<b>Bedroom # 3 or Den</b>	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Flooring: clean, proper install & defect free			
Walls: inspected for defects			
Walls: touch-up is complete			
Windows: proper install, operation, screens & locks			
Windows: clean includes excessive paint or caulking			
Window sills: caulking & paint touch-up is complete			
Baseboards: caulking & paint touch-up is complete			
Doors: caulking & paint touch-up is complete			
Door jamb, casing touch-up is complete			
Door stops/knobs complete & function properly			
Closets: shelving installed & has been inspected			

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<b>Bedroom # 3 or Den</b>	<u>Additional Notes:</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Closets: baseboards/ wall touch-up is complete			
Outlets: have been checked & are working properly			
Light fixture: all bulbs have been checked			
Light fixture: inspected for chips, scratches or other defects			
<b>Master Bedroom</b>	<u>Additional Notes:</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Flooring: clean, proper install & defect free			
Walls: inspected for defects			
Walls: touch-up is complete			
Windows: proper install, operation, screen & locks			
Windows: clean includes excessive paint or caulking			
Window sills: caulking & paint touch-up complete			
Baseboards: caulking & paint touch-up is complete			
Doors: caulking & paint touch-up complete			
Door jamb, casing touch-up complete			
Door stops/knob complete & functions properly			
Closets: shelving in place & has been inspected			
Closets: baseboards/ wall touch-up is complete			
Outlets: have been checked & are working properly			
Light fixture: all bulbs have been checked			
Light fixture: inspected for chips, scratches or other defects			
<b>Utility Room</b>	<u>Additional Notes:</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Flooring: clean, proper install & defect free			
Walls: inspected for defects			
Walls: touch-up is complete			
Windows: proper install, operation, screen & locks			
Windows: clean includes excessive paint or caulking			
Baseboards: caulking & paint touch-up is complete			
Doors: caulking & touch-up complete			
Door jambs, casing touch-up complete			
Door stops/ knobs complete & function properly			
Outlets: have been checked & are working properly			
Washer hook-up & trim is complete			
Dryer vent complete, sticking out min. of 2"			
<b>Attic</b>	<u>Additional Notes:</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Insulation in place			
Attic light in place & working			
Verify primary & secondary condensate lines are properly installed			
Verify condensate pan is clean			
<b>Crawlspace</b>	<u>Additional Notes:</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Verify insulation			
Verify main sewer connection			
Verify main water line is insulated			
Crawlspace is clean			
Crawl lid is insulated			

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Garage	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Garage is clean & hosed out			
Outlets: have been checked & all work			
Garage slab has correct amount of cut or tooled joints			
Garage door latches correctly & is defect free			
Electrical panel is clearly marked			
Mandoor: inspected for any defect touch-up complete			
Mandoor: weather stripping installed			
Mandoor: threshold adjusted & stained			
Door knob functions properly			
Siding: all penetrations have been caulked & painted			
Exterior	Additional Notes:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Property Pins Located & Marked			
Driveway: clean & has been hosed off			
Driveway: proper amount of cut or tool joints			
Garage door checked for dings or other defects			
Garage lights are straight & defect free			
Windows: clean includes excessive paint or caulking			
Screens are in place & in good condition			
Siding: over driven nails have been caulked & painted			
Siding: checked for damage & is defect free			
Trim: checked for damage & is defect free			
Exterior: all caulking & paint touch-up is complete			
Rear patio: clean & no defects			
Fascia: nail & joints have been caulked			
Roof: visually inspected & no defects found			
Roof: flashing installed correctly & siding is nailed			
Roof: ALL vents & pipe flashing installed			
Roof: all plumbing "test caps" are removed			
Foundation: all vent screens are in tact			
Front patio: clean & hose off			
Front patio: correct amount of cuts or tool joints			
Columns: straight & plumb			
Columns: caulk & paint touch-up complete			
Soffit: nailed correctly			
Soffit: caulking & painting touch-up complete			
Entry door: all touch-up complete no defects			
Threshold block in place & painted			
Entry door: knob/handle set inspected for defects			