

# CONSTRUCTION PUNCH LIST

## Project Information

<b>Project Name:</b>	
<b>Project Address:</b>	
<b>Client/Owner:</b>	
<b>Project Manager:</b>	
<b>Date:</b>	

## Tradesperson Information

<b>Name:</b>	
<b>Trade:</b>	
<b>Contact Information:</b>	

## Inspection and Sign-Off:

No.	Item Description	Location	Responsible Party	Due Date	Status	Comments
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

## Inspection and Sign-Off:

No.	Item Description	Inspected By	Date Inspected	Approved	Comments
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

<b>Tradesperson Signature:</b>	
<b>Date:</b>	

<b>Project Manager Signature:</b>	
<b>Date:</b>	