

“Discover the homebuilding process”

New Home Checklist

Inspected by: _____

Date _____ Time _____

1.0 Windows

- 1.1 Glass free from dirt and debris i.e. (concrete).
- 1.2 Check glass for defects or damage such as scratches and bubbles in finish
- 1.3 Tracks are clean
- 1.4 Window latches securely
- 1.5 Screen present and in good condition
- 1.6 Check frame for damage; i.e. scratches, buckling, and dents etc.
- 1.7 Check for safety glass seal in the following areas: 1) Glass less than 18” off the floor; 2) Shower and tub surrounds; 3) Glass in doors; 4) Sliding glass doors or French doors; 5) any glass that is within 24” of a door.

Findings (windows)

[] pass [] Fail If fail, item location, item number and notes:

2.0 Doors

- 2.1 From the outside of the room check that no gap is present between the door and closure strip.
- 2.2 From the inside of the room, check the gap between the door slab and the jamb, it should be approximately 1/8- 3/16”. And roughly even from top to bottom.
- 2.3 Door opens and closes smoothly without binding or dragging.
- 2.4 Door closes and latches.
- 2.5 With the door in closed position try and rattle the door. If it rattles it must be adjusted.
- 2.6 Check for dings, dents, scratches and paint flaws in the door slab and jamb.

*Extra for exterior doors

- 2.7 Weather stripping is present on top and both sides.
- 2.8 No paint on weather stripping or hinges.
- 2.9 No gap between the bottom of door and threshold.
- 2.10 Master key works in all exterior handsets and deadbolt locks.

*Extra for bi-fold and bi-pass doors

- 2.11 Door slides smoothly on track
- 2.12 No gap between bi-fold doors (center)
- 2.13 Doors hang same distance from track
- 2.14 No gaps at the ends of doors.