



Closeout Checklist

The following final inspections must be done before building (project) is occupied:

- Electrical Final
- Plumbing Final
- HVAC Final
- Structural Final
- Street / Grading Final
- Kitchen Final
- Landscape Final
- Fire Marshal Final (2 days notice)
- Building Final
- Temporary Certificate of Occupancy
- Certificate of Occupancy

Before closing project following items need to be address:

- Completion List (CK Construction)
- Punch List (Architect)
- Final Cleaning
- Rubbish Removal
- Final Billing
- Consent of Surety
- Closeout meeting (Superintendent, Architect and Project Manager)