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| **Property** |
| Owner |
| Address |
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| **Plans & Permits** | | |
| Working Drawings | Site Plans | Architectural Review |
| Specifications | Survey | Health Department Permits |
| Zoning permits | Pre-Remodeling Home Inspection | Engineering Drawings |

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| **Foundation** | | |
| Footers | Backfill Materials | Water-Proofing |
| Footer Drains | Foundation Construction | Insulation |
| Footer Gravel | Damp-Proofing | Storm Drainage |

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| **Site Work** | | |
| Clearing / Stump Removal | Site Drainage | Grading – Rough and Finish |
| Driveway Construction & Dimensions | Construction Drive | Top Soil & Landscape Prep |
| Excavation | Finish Driveway, Walks & Patios | Landscaping |

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| **Utilities** | | |
| Gas | Well System | Storm Sewer Connections |
| Electic | Cable / Internet / Phone | Septic System |
| Water | Security System | Sanitary Sewers |

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| **Electrical** | | |
| Service Size | GFCI Circuits | Fans and Fan Lights |
| Code Conformance | Ceiling Light Boxes / Recessed Lights | Phone / TV / Internet / Entertainment |
| Receptacles | Light Fixtures & Installation | Security System Wiring |
| Switched Receptacles | Smart Home Automation | Exterior Lighting |

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| **HVAC Systems** | | |
| Heating System Specs | Bath, Dryer & Kitchen Vents | Register & Vent Finishes |
| Cooling System Specs | System Balancing | Under-Floor Heating |
| Efficiency Ratings | Humidifiers | Energy Audit & HERS Rating |
| Ductwork | Air Filtering & Purification | Home Automation Controls |

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| **Notes** |
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| **Exterior Finish** | | |
| Siding Materials & Finishes | Gutters & Downspouts | Shutters & Accessories |
| Roofing Materials & Flashings | Soffits & Trim Materials | Paints, Stains & Caulks |

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| **Finish Carpentry** | | |
| Interior Doors & Trims | Stair Construction | Built-Ins, Fireplace & Entertainment |
| Locksets & Hardware | Stair Railings, Baluster, etc. | Closet Shelving, Rods & Cabinets |
| Cabinets & Countertops | Base Moulding, Casing, Chair Rails, etc. | Crown Mouldings & Ceiling Details |

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| **Interior Finish** | | |
| Paints, Stains & Finishes | Hardwood Floors & Carpeting | Mirrors & Bath Accessories |
| Wall Coverings | Tile, Marble & Hardsurface | Appliances |

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| **Drywall Work** | | |
| Drywall Thicknesses and Types | Fire Code Location Materials | Textures & Finishes |
| Wet Location Materials | Fasteners & Adhesives | Stucco & Plaster |

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| **Plumbing** | | |
| Service Lines | Hot Water Recirculation | Showers, Tubs, Accessories |
| Vent Lines | Water Heater Specifications | Toilets, Sinks and Accessories |
| Drain Lines | Fixtures & Faucets Specifications | Water Purification and Softener |