



Final Walkthrough & Punch List Checklist

Use this checklist before accepting your new home or renovation and releasing the final payment.

PROJECT / ADDRESS	DATE
OWNER	CONTRACTOR / PM

Exterior, Roof and Drainage

- ☐ Stucco, siding and paint are complete, without cracks or stains
- ☐ Roof, gutters and flashing look finished and secure
- ☐ Grading slopes away from the house; no standing water
- ☐ Driveway, walkways and pool deck are free of cracks or chips
- ☐ Exterior lights, outlets and hose bibs work

Impact Windows and Doors

- ☐ Windows and doors open, close and lock smoothly
- ☐ Product labels or approvals available for your records
- ☐ No scratches, cracked glass or damaged frames
- ☐ Seals and caulking complete around every opening

Plumbing

- ☐ Every faucet and shower runs hot and cold; pressure and drainage OK
- ☐ Every toilet flushes, no running water
- ☐ No leaks under sinks
- ☐ Water heater installed, labeled and working

Electrical and Smart Home

- ☐ Every switch and outlet works, including GFCI
- ☐ Electrical panel clearly labeled
- ☐ Smoke and CO detectors work
- ☐ Smart devices, thermostats, cameras and lighting set up; accounts transferred

HVAC

- ☐ Every room cools evenly
- ☐ Thermostats respond correctly
- ☐ Filters clean; unit labeled with service info
- ☐ No unusual noises or condensation leaks

Interior Finishes

- ☐ Walls and ceilings smooth, no seams or nail pops
- ☐ Paint even, clean lines at trim and ceilings
- ☐ Flooring level, no gaps, chips or lifted edges
- ☐ Tile grout and caulk complete and consistent
- ☐ Cabinets and drawers work; hardware installed
- ☐ Countertops free of chips and properly sealed

Appliances

- ☐ Every appliance installed and runs
- ☐ Manuals and warranty registrations provided
- ☐ Range hood vents properly; dishwasher drains

Documents Before Final Payment

- ☐ Certificate of Occupancy / Completion
- ☐ Contractor workmanship warranty
- ☐ Manufacturer warranties and manuals
- ☐ Final lien releases (contractor + Notice to Owner senders)
- ☐ As-built drawings and paint / finish schedule

Punch List

#	Room / Location	Issue	Agreed fix	Done
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

OWNER SIGNATURE _____ CONTRACTOR SIGNATURE _____

PUNCH LIST DUE DATE _____ FINAL SIGN-OFF DATE _____

Questions about your project? Contact CoreExec at coreexec.com/contact-us