

Homebuilder Inspection Forms

BATH & CLOSET

- Install Mirror & Shower Door

CABINET

- Final
- Installation
- Measure

CLEAN

- Interior Clean
- Interior Re-Clean
- Interior Re-Clean 2
- Pressure Wash Driveway

CONCRETE

- Dig Slab
- Driveway
- Form Slab Labor
- Pour Slab

COUNTERTOPS

- Install Granite
- Marble Installation

DRYWALL

- Finish Flat
- Sheetrock Hang

ELECTRIC

- Electrical Underground Conduit Install
- Hot Final
- Rough
- Trim

ENERGY AUDIT

- Energy Audit

EXCAVATION

- Finish Grade
- Rough Grade

FLOORING

- Carpet Installation
- Ceramic Tile Installation
- Flooring-Hardwood Installation

FRAMING

- Complete
- Final

GARAGE DOOR

- Installation

HVAC

- Final and Startup
- Rough In
- Start-Up
- Trim

INSULATION

- Attic Loose Fill and Final
- Wall Insulation – Blown-in

LANDSCAPE

- Complete Sod and Shrubs

MASONRY

- Brick Veneer - Labor

PAINT

- 1ST Interior
- Final After Carpet
- Interior Complete & Punch

PLUMBING

- Final Trim
- Rough-in Underground
- Top Out

ROOFING

- Shingle Installation

SIDING

- Vinyl

STUCCO

- Complete
- Lath

TERMITE TREATMENT

- Application

TRIM CARPENTRY

- 1st Interior Trim
- 1st Trim and Railings
- 2nd Interior Trim
- 2nd Trim and Hardware

WINDOWS & EXT. DOORS

- Installation

Questions? Call First Time Quality (410) 451-8006

Cabinet-Final 182

Community:	Lot:	P.O.#:	Subcontractor:	Crew:
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Verification of Compliance with Quality Program Requirements

- Compliance with initial job-ready requirements
- Compliance with required material inspection and tests
- Compliance with work in process inspection requirements
- Compliance with Task completion inspections and tests
- Compliance with safety policies and procedures

Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Scribe molding at all sheetrock transitions
- Doors even and square
- Door bumps installed
- Install molding under bar top
- Cope molding to base
- Check cabinet final is 100% complete
- Check for damage
- No interference with other trades
- Putty all nail holes
- Cabinets, doors, drawers checked for damage / scratches, both inside and outside

FTQ Scores and Completion Sign-off

Inspection-5051

Quality 5 4 3 2 1 *Notes:*

On-Time 5 4 3 2 1 *Notes:*

Sign and date*: Cell # / ID #: _____ Signed: _____ Date: _____

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Safety Score

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Clean-Interior Clean 110

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Clean toilets
- Don't stand on countertops
- Clean out all cabinets and drawers
- Clean off all countertops and vanities
- Clean out all tubs, toilets, and sinks
- Report observed damage/defects to builder
- Clean kitchen cabinets inside, outside, and tops

Select Pages

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Concrete-Dig Slab 123

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ

Heightened Awareness Checkpoints

- Check if conduit is needed
- Poly through footing and nail to bottom of form
- Conduit and plumbing locations verified
- Footing depth per plan and code
- Footer depth per plan +/- 1/2"
- Do not over dig

Select Pages

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Electric-Electrical Underground Conduit Install 118

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- String in conduit pipe
- Conduit installed 7" COP to COP off electrical hub when meter and panel on garage side
- Conduit installed 8" COP to COP off of electrical hub when meter falls out opposite the garage with power being sub-fed
- Check plot plan for utility

Select Pages

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Flooring-Carpet Installation 126

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- No damage to walls or baseboards
- Carpet must be POWER stretched with no bubbles, humps, etc.
- All seams checked to be clean, tight, & not raised.
- Carpet stretched in tight in all areas, no gaps around perimeters of any room.
- Carpet tucked tight at all transitions
- Carpet is properly finished against tile, vinyl and wood

Select Pages

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HVAC-Final and Startup 133

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Combustible appliance ventilation has a minimum of 1" clearance from all combustibles.
- Condensate line has insulation all the way down to the top plate to prevent condensation issues.
- Condensate lines have a minimum of 1/4"/ft. of fall and are supported at intervals less than 4ft.
- Air Filter Installed and Clean
- A/C Condenser Level
- All registers blowing properly
- Drain line cleared and draining verified
- Grills square and in good condition
- Condensate line(s) has 90 @ exterior
- System tested in cooling and heating
- Emergency condensate safety switch wired to refrigeration system and tested to ensure operation.
- Test fire furnaces, burning off all shipping oils

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Paint-1st Interior 140

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Don't stand on countertops
- No paint on shower protective coating
- Do not clean tools in sink
- No paint on exterior cladding by hose bib
- Door hardware undamaged and paint free.
- Clean overspray from windows
- Complete paint coverage
- No paint on door sweeps
- Clean all overspray from tubs and vanity
- Protect ALL floors and cabinets from paint overspray by whatever means necessary

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Plumbing-Final Trim 144

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Check function of all interior fixtures
- Verify sewer drain is not damaged
- Fill tubs with water
- Make sure interior plumbing fixtures are working
- Check outside sewer for damage
- Hot/Cold sticker on shower installed running from the 6 o'clock position to the 3 o'clock position.
- Backflow preventer installed at hose bib
- All options verified
- Clean up all trash and debris
- Tubs and showers free of scratches, damage
- Run all water and check for leaks

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Trim Carpentry-1st Interior Trim 153

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Notes: Nonconformances, incomplete items, observations and corrections:

FTQ 2TQ Checkpoints

- Door swing verified
- Closets and shelves installed per plan
- 100% complete - if missing material see Superintendent
- Doors close and latch smoothly
- Verify deadbolts operate smoothly
- Excess materials and debris place in a SINGLE BOX in the garage
- Exterior door hardware installed 100% complete
- Set nails below surface
- Install attic catwalks
- Even reveals around doors
- Corners coped and mitered for base, casing and crown molding.
- Seams tight and flush

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