

Condo PDI/Occupancy Preparation Checklist

Site _____ Lot/Unit 4002/141#2 Model _____
 Date Mar 30th 2011 Checklist completed by Seung Ferrier
 H - Handyman T - Trade TBC - To Be Completed C - Complete

Interior	H	T	TBC	C	Remarks
Caulking/dap check-out				✓	
Drywall check-out				✓	
Wood fill check-out				✓	
Plumbing/leak/hot on left?			✓	✓	Hot Water Tank Being Hooked up at time
Tub/shower				✓	at Time of Insp.
Silicone fixtures				✓	
Furnace - on				✓	
Install clean furnace filter			✓		
Ducts/runs/diffusers				✓	
Thermostat				✓	
Hydro panel labeled			✓	✓	
Light fixtures				✓	Pot light loose in stairs.
Plugs & switches/covers				✓	
Bulb check out				✓	
Hood fan vented				✓	
Ventilation switch				✓	
Entry/Patio door locks				✓	
Back trim/hardware				✓	
Interior doors				✓	
Closet shelves/doors			✓		
Mirrors		✓	✓	✓	Bed room # window needs adjusted
Window operation/screens			✓		Hits when closing
Patio door/frame/screen				✓	
Cabinets/Vanities				✓	
Counter tops				✓	
Ceiling Stipple/stucco				✓	
Floors/flat/square				✓	
Vinyl			N/A		
Carpet/seams				✓	
Ceramic tile/grout		✓	✓	✓	Towel Bar Needs to be Repaired
Dryer vented				✓	No Bars on site.
Remnant storage			✓	✓	I Broke it
Final clean				✓	
Entry door					
Storage locker					

Collect the manuals for the furnace, HRV & fireplace and put them in the top drawer in the kitchen _____

Date deficient items completed: _____ signature Seung Ferrier

Notes/Comments: _____