

Residential Property Construction Closeout Form

Project Name

Property Address

Contractor

Closeout Date

Scope of Work Completed

Required Documents (Check if submitted):

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As-Built Drawings

☐

Warranty Documents

☐

Permits & Inspections

☐

Equipment Manuals

☐

Other

Outstanding Punch List Items

Additional Notes / Remarks

Contractor Signature

Date

Owner Signature

Date