

Multi-Family Housing Punch List Sample

Project Name: _____

Address: _____

Unit No.: _____

Date: ____ / ____ / ____

Inspected By: _____

General

Item	Location	Description of Issue	Completed
Paint Touch-up			â-j
Baseboards			â-j
Floors			â-j

Kitchen

Item	Location	Description of Issue	Completed
Cabinets			â-j
Countertops			â-j
Sink/Faucet			â-j

Bathroom

Item	Location	Description of Issue	Completed
Tile/Grout			â-j
Plumbing Fixtures			â-j
Mirror/Accessories			â-j

Bedrooms/Living Areas

Item	Location	Description of Issue	Completed
Closet Doors			â-j
Windows/Screens			â-j
Lighting			â-j

Notes
