

Interior Fit-Out Completion Report

Project Name	
Project Location	
Client	
Contractor	
Date of Completion	

Scope of Work

Summary of Works Completed

Item	Description	Status	Remarks

Inspection and Testing

Snag List / Outstanding Works

No.	Description	Target Completion	Status
1			
2			

Attachments

-
-

Prepared by

Name & Signature

Date: _____

Verified by

Name & Signature

Date: _____

Approved by

Name & Signature

Date: