

# Construction Project Final Punch List

Project Name:

Project Number:

Location:

Date:

Prepared By:

Contractor:

## Punch List Items

| # | Location | Description | Responsible Party | Due Date | Date Completed |
|---|----------|-------------|-------------------|----------|----------------|
|   |          |             |                   |          |                |
|   |          |             |                   |          |                |
|   |          |             |                   |          |                |

## Additional Notes

Final Inspection By:

Date: