

General U.S. residential construction template

PROJECT NAME

OWNER / HOMEOWNER

PROJECT ADDRESS

CONTRACTOR / BUILDER

WALKTHROUGH DATE

PREPARED BY

TARGET COMPLETION

ATTENDEES

#	LOCATION	TRADE	DEFICIENCY / TASK	PRIORITY	ASSIGNED / DUE	STATUS	COMPLETION / VERIFICATION	REF.
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

#	LOCATION	TRADE	DEFICIENCY / TASK	PRIORITY	ASSIGNED / DUE	STATUS	COMPLETION / VERIFICATION	REF.
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

CLOSEOUT NOTES

FINAL ACKNOWLEDGEMENT

Owner / homeowner printed name

Contractor / builder printed name

Signature / date

Signature / date