

# New-construction Condo Punch-list Inspections



## What Is a Punch-list Inspection?

A punch list is a list of items or tasks that need to be repaired or are yet to be completed prior to closing. This inspection is completed on behalf of the owners/buyers, and the punch list is then presented to the building manager or project superintendent. Once the punch list is signed off on, binding the agreement to fix those punch list items, the repairs are made. An owner/buyer does not need to be present at the time of inspection, but is welcome. The punch list can be emailed or faxed to those who are out of state.

## What a Punch-list Inspection Includes

Your inspector will inspect the individual unit and provide the you and the building manager/superintendent with a punch list of items to be completed prior to your scheduled closing.

In order to make an accurate punch list, the inspector must be familiar with the plans and specifications. Flaws in the work must be repaired along with forgotten items.

### The following are typical items found on a punch list:

- Flaws in external paint finishes and textures
- Missing trim pieces
- Flaws or missing weather sealing (caulk)
- Missing hardware
- Hardware that needs adjustment
- Inoperable electrical fixtures and outlets
- Inoperable plumbing fixtures
- Plumbing fixtures that need repair or adjustment.
- Appliances that need adjustment
- HVAC controls that need adjustment
- Fixtures and materials that do not conform to the specifications

Once the punch list items are agreed upon, the building manager organizes the contractor team to make adjustments and repairs. After all of the items on the punch list are completed, the owner may request that the inspector perform a re-inspection of the items from the punch list to ensure that they have been repaired to satisfaction.

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