

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapters 15	Final Cleanup		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>General Cleanup (Sect. 15.1)</b>		
	Clean surfaces such as windows, showers and sinks, countertops, floors	All surfaces are clean	
	Re-hang doors removed for carpet installation	All doors are re-hung	
	Hang mini-blinds	Mini-blinds are hung	
	Touch-up plaster and paint		
	Remove all scrap	All scrap removed	
	Check that all nails have been set and puttied	All nails set and puttied	
	Install house numbers	House numbers installed	
	Install mailbox depending upon local code: House box - locate wall blocking per manual and install mailbox to house on knob side of front door		
	Curbside box - install mailbox at a height of 42"-48" from the road surface to the bottom of the mailbox, set back 8" from front face of the curb or road edge	Mailbox installed	
	Install porch rails	Porch rails installed	
	Lay clean cardboard over all kitchen vinyl, living room carpet, all walkways, and into bedrooms	Cardboard laid on all traffic areas	
	<b>Caulk Countertops (Sect. 15.2)</b>		
	Tape back splash		
	Caulk back splash/wall joint using the minimum amount of white caulk		
	Feather caulk with wet finger		
	Remove tape	Caulk smooth with no gaps	