

Section 3: Finishing the Job and Cleaning Up - Checklist

Final Walk-Through and Quality Check

- Lead carpenter confirms all tasks are completed
- Document and communicate any unfinished tasks

Comprehensive Cleaning

- Blow dust off surfaces (windows, light boxes, walls, cabinets)
- Sweep floors, including edges
- Dispose of dust and debris in jobsite dumpster
- Discard non-returnable material scraps
- Stack returnable materials in garage
- Place base shoe, balusters, hardware in appropriate locations

Securing the Jobsite

- Ensure jobsite is free of dust, debris, and tools
- Perform final walk-through to check for tools and scraps
- Confirm all windows and exterior doors are closed and locked

This checklist ensures a thorough and efficient end-of-job procedure.