

JOB SITE CHECKLISTS · FINISH

Finishing the Job & Cleaning Up

The final inspection, clean-down, and lock-up before you leave a finished job.

Final walk-through & QC

- ☐ Lead carpenter confirms all tasks are complete.
- ☐ Document and communicate any unfinished tasks.

Comprehensive cleaning

- ☐ Blow dust off windows, light boxes, walls, and cabinets.
- ☐ Sweep floors, including the edges.
- ☐ Dispose of dust and debris in the jobsite dumpster.
- ☐ Discard non-returnable material scraps.
- ☐ Stack returnable materials in the garage.
- ☐ Place base shoe, balusters, and hardware in their spots.

Secure the jobsite

- ☐ Jobsite is free of dust, debris, and tools.
- ☐ Final walk-through for tools and scraps.
- ☐ All windows and exterior doors closed and locked.

BEFORE YOU LEAVE

Pack out only when everything that can be finished is finished. A clean, complete hand-off is the standard - callbacks come out of the next job.