READY TO INSPECT — FIELD CHECKLIST

Carpet and carpet tile punch checklist

Carpet and carpet tile punch is where small misses become callbacks after the crew has demobilized. This checklist walks the finished work the way the owner and the next trade will see it, with the photo that closes each item instead of a note that reopens it. Work is commonly verified against CRI carpet installation guidance, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The carpet installer on a repair callback, or the GC's superintendent clearing carpet punch items before turnover. When: During closeout, after protection comes up and after other trades and traffic have revealed peaking seams, lifting tile and soiling.

Seam and tile callbacks

- [ ] **Peaking seams and lifting tile resolved** — No photo required
  Peaked or open seams re-sealed and set flat, lifted tiles re-bonded to sound adhesive or replaced, cause corrected rather than pressed back over.
- [ ] **Chair and cart zones checked for tile shift and pile crush** — No photo required
  Areas under rolling chairs and along cart routes checked for tiles walking out of the grid and flattened pile, with the adhesive tack or layout fixed at the cause.
- [ ] **Tile corners checked for curl or doming across the field** — No photo required
  Carpet tile walked for corners lifting or tiles doming, traced to moisture, adhesive tack or a tight layout before any tile is replaced.

Damage repair

- [ ] **Snags, stains and damage repaired or replaced** — No photo required
  Snags, burns and stains located and photographed in context, tile or bonded insert replaced to match pile and pattern, wide shot confirming the repair blends.
- [ ] **Replaced tiles laid to match the field's installation method** — No photo required
  Each replacement tile set with its arrow matching the monolithic, quarter-turn or other method around it and pressed into adhesive at the tack the maker lists.
- [ ] **Pile shading or pooling logged for the maker's review** — No photo required
  Where pile reversal or watermarking shows, the area and roll tag recorded and referred to the carpet maker's representative rather than cut out as an install defect.

Closeout

- [ ] **No remaining carpet items before signoff** — 1 photo required
  Field vacuumed and groomed, ripples and loose edges corrected, punch closed per room with photos before the area is released.
- [ ] **Transition edges checked for fraying and zippered rows** — 1 photo required
  Carpet edges at doorways and floor changes checked after traffic for fraying, pulled loops and rows unraveling from the strip, with the edge re-seated or resealed.