READY TO INSPECT — FIELD CHECKLIST

Carpet and carpet tile rough-in inspection checklist

Carpet and carpet tile rough-in is the last time the work is fully visible. Once the cover inspection passes and the walls, ceilings and slabs close, every defect left behind becomes a demolition bill. This checklist walks the rough-in in the order the work goes in, with the photo each item needs before it gets buried. 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 foreman prepping the floor, with the GC's superintendent walking the substrate before the field is covered.
When: After the space is enclosed, conditioned and the slab is dry, before adhesive or tackless is set and the floor is covered.

Substrate condition

- [ ] Substrate flat, sound and dry
  Slab or underlayment within the specified flatness, ridges ground and low spots patched, moisture within the maker's limits for the adhesive or cushion system, no telegraphing defects.
  2 photos required

Cleanliness and bond surface

- [ ] Old adhesive, dust and compounds removed
  Bond surface free of old adhesive, curing compounds, sealers and dust so adhesive or tackless holds, prepped where the maker requires.
  2 photos required

- [ ] Adhesive spread and tack time set for the carpet system
  For glue-down broadloom or tile, the notch or roller, coverage and flash-off from the carpet maker's instructions confirmed; releasable tile adhesive left to dry to tack before tiles go down.
  No photo required

Layout and anchorage prep

- [ ] Tackless, cushion or layout lines set for the field
  Tackless strip and cushion set correctly at the perimeter for stretched-in work, or the tile layout snapped from balanced center lines so borders are even and no sliver cuts land at the edges.
  1 photo required

- [ ] Broadloom seams marked where the approved seaming diagram puts them
  Seam lines chalked from the seaming diagram, running the way the diagram and pile direction show, with fill pieces and cross seams kept out of main traffic paths.
  No photo required

- [ ] Carpet tile installation method confirmed for the style
  Monolithic, quarter-turn, ashlar or brick method taken from the carpet maker's direction for this style and the finish plan, and explained to the crew before the first carton opens.
  No photo required

- [ ] Cushion seams offset from carpet seams and taped
  For stretched-in work, cushion seams butted and taped, run so none sits under a carpet seam, and the cushion trimmed to the inside edge of the tackless.
  No photo required

- [ ] Floor boxes and access covers planned into the layout
  Floor box lids, access panels and column lines located on the layout so seams and tile cuts fall clean around them and lids still open once carpet is down.
  No photo required

Material and method

- [ ] Roll or carton label matches the approved style, color and backing
  Label on each roll or carton type photographed and checked against the approved submittal for style, colorway and backing before any cutting starts.
  1 photo required

- [ ] Rolls and cartons opened and checked for defects before cutting
  Face checked for shading bands, flaws and, on patterned goods, bow and skew, so a defect is raised with the roll tag before the goods are cut.
  1 photo required
- [ ] Install method per room matches the finish schedule
  Each room marked as stretched-in over cushion, direct glue-down, double glue-down or tile, matching the finish schedule and the methods the carpet maker lists for the product.
  No photo required
- [ ] Attic stock set aside from the installed dye lot before cutting
  Where extra material is specified, cartons or a broadloom drop pulled from the same dye lot as the field and labeled before cutting uses it up.
  No photo required