READY TO INSPECT — FIELD CHECKLIST

Casework and millwork final inspection checklist

Casework and millwork final inspection is where the punch list is either short or expensive. This checklist walks the finished work the way an owner or AHJ will see it: devices on, systems running, everything labeled. Each item gets the photo that closes it instead of reopening it. Work is commonly verified against AWI / architectural woodwork standards, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The GC's superintendent with the casework foreman, walking each installed run before the owner's punch walk.
When: After casework is set and countertops are in, before turnover and before the room is loaded with fixtures and contents.

Setting and anchorage

- [ ] Runs level, plumb and scribed to the walls
  Cabinet faces and tops level and plumb across the run, scribes tight to the wall and floor, fillers cut so the reveal stays even.
  2 photos required
- [ ] Casework anchored into blocking, not board alone
  Fasteners landing in the blocking or framing at the cleats and cabinet backs, uppers pulled firmly to the wall with no movement when tugged.
  2 photos required
- [ ] Installed layout matches the approved shop drawings
  Box sizes, sequence and configuration on each elevation checked against the approved shop drawings, any field change noted for the record set.
  No photo required
- [ ] Adjacent boxes fastened together flush at the faces
  Neighboring cabinets screwed together through face frames or sides, faces flush with no gap or step between boxes along the run.
  1 photo required
- [ ] Base cabinets shimmed solid at the floor and wall
  Shims at each fastener point so backs are not pulled crooked when screwed, shims trimmed and hidden, toe kick continuous along the run.
  1 photo required
- [ ] Exposed ends, fillers and toe kicks finished to match
  Finished end panels, fillers and toe kick faces in the specified material and finish, cut edges banded or finished, no raw substrate showing.
  1 photo required

Doors, drawers and hardware

- [ ] Doors and drawers aligned and operating
  Reveals even top and bottom, doors closing flush without rubbing, drawers running smoothly and self-closing where specified.
  2 photos required
- [ ] Hardware installed complete and consistent
  Pulls and knobs on consistent centers, hinges and slides adjusted, locks and any specified accessories present and working.
  1 photo required
- [ ] Shelves level with supports fully seated
  Adjustable shelf pins seated in all four holes, fixed shelves secured, no shelf rocking, tipping forward or sagging mid-span.
  1 photo required

Countertops

- [ ] Countertop seams and support checked
  Seams tight and flush, tops fully supported at cutouts and overhangs, no flex or rock when pressed at the seam or the front edge.
  2 photos required

- [ ] Countertop height and overhang match the drawings
  Top height from the finished floor and front overhang measured against the drawings, including any lowered accessible section they show.
  1 photo required

- [ ] Cutouts sized to their fixtures with edges sealed
  Sink and other cutouts cut to the fixture template, cut edges sealed against moisture, inside corners radiused rather than overcut.
  1 photo required

Condition at handover

- [ ] Finish faces logged undamaged before other trades return
  Faces, edges and tops walked for scratches, dents, chips and glue squeeze-out after setting; any damage recorded by room so later damage is traceable.
  1 photo required

- [ ] Care data and specified touch-up materials handed over
  Manufacturer's care and hardware adjustment instructions and any touch-up kit or spare parts the specification lists delivered to the GC for the turnover package.
  No photo required