

Metal wall panels punch checklist

Metal wall panels 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 manufacturer's published instructions, the applicable building code. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The panel foreman on a callback, or the GC's superintendent closing envelope punch items. When: During closeout, after final cleaning reveals scratches and after the first storms and thermal cycles reveal loose closures and sealant misses.

Finish and closures

- ☐ **Scratched or marred finish located and addressed**
A close shot of each damaged area plus a wide shot locating it on the elevation, touch-up matched to the coating or the panel replaced. **2 photos required**
- ☐ **Loose closures and trim re-secured**
Closures, copings and trim checked for movement, refastened and re-lapped so nothing rattles or lets water behind the panels. **1 photo required**

Sealant and signoff

- ☐ **Sealant misses at joints and penetrations corrected**
Joints and penetrations rechecked for gaps, skips and voids, corrections tooled and backed, weeps left clear. **1 photo required**
- ☐ **No remaining panel items before elevation signoff**
All punch items per elevation or zone closed with photos before the area is released to turnover. **1 photo required**