

Polished concrete punch checklist

Polished concrete 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 ASTM concrete floor test methods, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The polishing crew on a callback, or the GC's superintendent clearing floor punch items before turnover. When: During closeout, after protection comes up and after other trades and carts have marked the finished floor.

Scratch and damage repair

- ☐ Scratches and traffic marks re-polished to match
Damaged areas located and photographed, re-polished back through the grit steps so sheen and clarity match the surrounding floor. 2 photos required

Haze and cleanup

- ☐ Haze and film removed and floor left clean
Any hazy film or residue burnished or cleaned off, floor left with even sheen, no dull patches at the transitions. 1 photo required
- ☐ No remaining floor items before signoff
Punch items per area closed with photos, sheen and exposure re-confirmed before the floor is released to the owner. 1 photo required