

# Terrazzo flooring punch checklist

Terrazzo flooring 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 NTMA guidance, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The terrazzo foreman on a callback, or the GC's superintendent closing flooring punch before turnover. When: During closeout after protection comes up, once other trades have finished and any slab movement has had time to show.

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## Defects

- ☐ **Cracks and loose or dull spots located**  
Floor sounded for drummy areas and walked for cracks and dull spots, each marked with a close and a wide locating photo. 2 photos required
- ☐ **Strip and edge damage recorded**  
Dividers, cove base and transitions checked for chips, dents and lifted sections from other trades' work. 1 photo required

## Repair and proof

- ☐ **Repairs re-ground, re-polished and re-sealed**  
Repaired areas ground back into the surrounding field, polish and sheen matched, sealer feathered so the patch isn't a visible ring. 2 photos required