READY TO INSPECT — FIELD CHECKLIST

Tile and stone punch checklist

Tile and stone 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 ANSI A108 / A118, TCNA guidance. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The tile foreman on a callback, or the GC's superintendent closing finish punch items. When: During closeout, after final cleaning reveals haze and after other trades have worked over the finished tile.

Repair

- [ ] Cracked and loose tiles located and replaced
  A close shot of each defect plus a wide shot locating it in the room, replacement tile matched for color and finish, surrounding tiles sounded before closing.
  2 photos required
- [ ] Grout haze and residue fully removed
  Surface and joint edges checked in raking light, no film left in textured or stone surfaces, no residue bridging the soft joints.
  1 photo required
- [ ] Tile faces checked clean of paint, mud and caulk
  Each room looked over for paint, drywall mud, caulk and rubber marks; any found removed with a cleaner safe for the tile or stone finish, no etching or dull spots on polished stone.
  1 photo required
- [ ] Drilled holes and chips at fixtures logged by trade
  Holes drilled for accessories and chipped edges at fixtures, outlets and floor boxes recorded with the room, date and trade involved before the repair is made.
  No photo required

Grout, trim and sealer

- [ ] Grout joints rechecked for cracking and low spots after traffic
  Joints run by eye and by hand in each room; cracked or washed-low grout raked out and repacked to full depth, patch color checked against the field once cured.
  1 photo required
- [ ] Transition strips and trim checked for rocking after traffic
  Thresholds, edge trim and bullnose pieces pressed and walked; any that loosened under carts and deliveries reset tight, no rocking or sharp edge left.
  1 photo required
- [ ] Sealer touched up over repaired stone and grout
  Where the stone or grout was sealed, replaced tiles and patched joints resealed with the same product so the repair reads like the field.
  No photo required

Sealant and signoff

- [ ] Sealant at changes of plane intact and tooled
  Soft joints and fixture perimeters continuous and tooled, no gaps or grout bridging where movement is expected.
  1 photo required
- [ ] No remaining tile items before area signoff
  All punch items per room or zone closed with photos before the area is released to turnover.
  1 photo required