

Wood flooring punch checklist

Wood 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 manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The flooring lead on a callback, or the GC's superintendent clearing flooring punch before turnover. When: During closeout, after the floor has been through a heating or cooling season enough to move and after other trades have finished in the room.

Repair

- ☐ **Squeaks and loose boards resolved**
Squeaking or loose areas traced and re-secured, repair blending into the finish, no new face damage. 2 photos required
- ☐ **Gaps and finish blemishes corrected**
Seasonal gaps assessed, scratches, dents and finish blemishes touched up or the board replaced, sheen matched. 1 photo required

Transitions

- ☐ **Transition and trim complete and secure**
Thresholds, reducers and base fastened, profile correct at each doorway and change of material, nothing loose underfoot. 1 photo required