



BEST ASSEMBLY TRADING GROUP

JOINERY CHECK SHEET

INSTALL BY	CHECK BY
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Invoice To: _____	OFFICE USE ONLY	
Date: _____	JOB NO:	
Client: _____	Estimate Hr:	
Reference No: _____	Worker No:	
Job Address: _____	Name:	
Phone: _____	Emailed:	

JOB DESCRIPTION	FINISH			DAMAGE OR MISSING (REASON)
	YES	NO	NA	INSTALLER/SUPPLIER/BUILDER OR TRADIES
Correct amount of units?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Drawers slide ok?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
All drawers and doors inline?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Cupboards all level?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Shelves all fitted?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Worktops level?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Worktops sealed?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Sink-top sealed and clipped				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Taps secure?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Waste & pipe work ok?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Check valves fitted?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Stop tap accessible?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Earth bonding complete?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Correct number of sockets?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Floor covering acceptable /door on and clears flooring?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
No dust in cupboards?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
All debris removed?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
White caps to all screw heads?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Acrylic round heating pipes through ceiling?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
All kitchen clean and tidy				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Clear silicone round floor perimeter?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Plastic bump stops to all drawers and doors?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Curtain batten?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Skirting & architraves complete?				INSTALLER/SUPPLIER/BUILDER OR TRADIES
Plastering and decorating acceptable?				INSTALLER/SUPPLIER/BUILDER OR TRADIES

CONTRACTOR

CLIENT