



AIA North Carolina
A Chapter of The American Institute of Architects



JCR-10

Punch Lists & Final Inspection

December 1973

October 1975, October 1999, October 2000, July 2008

Recommendations:

1. Before the contractor indicates to the architect and owner that, in the contractor's opinion, the project is complete, the contractor shall conduct a thorough inspection of the work of all trades and subcontractors on the project. The contractor shall prepare a punch list that identifies any repairs or deficiencies that will need to be corrected prior to final inspection.
2. The architect shall not schedule or conduct the final inspection of the project until the contractor has furnished written notification to the effect that the punch list inspection of the project was made and all deficiencies were corrected.
3. The architect has discretion to terminate the final inspection if the project is not completed to the extent indicated by the contractor.

Comments:

- A. The owner, architect and contractor shall conduct the final inspection together, immediately after the contractor gives assurance that work is complete. The contractor shall add any repairs or corrections identified during this inspection to the punch list and shall complete all punch list items prior to the owner's final acceptance of the project.
- B. Punch list items should be numbered.
- C. The contractor's inspections and punch list shall be complete and comprehensive so that it is not necessary to add new items on a subsequent list.
- D. Prompt decision by the architect is desirable in distinguishing between those items properly classified as punch list items and items more practicably coming under conditions of the guarantee period.

End of JCR-10

This recommendation is the result of considerable discussion and deliberation by the Architect and General Contractor members of the Joint Cooperative Committee of AIA North Carolina and the Carolinas AGC. While its provisions are not binding on individual Architects or General Contractors, the committee believes that adherence to the recommendations will benefit the Owner and the Construction Industry in general.