

# FINAL INSPECTION CHECKLIST



**Project Address:** \_\_\_\_\_

In order for us to expedite the final building commissioning and generate the final inspection paperwork in a timely manner, please confirm that the following items have been completed **before** we arrive for the final inspection. **We are not able to test the building if these items are not complete and a trip charge of \$400 will be added for the re-inspection.** Our policy is not to charge to re-inspect failing projects, but only for situations where we arrive at buildings that were incomplete and not ready for testing.

*Please initial (or type initials) at each item below, sign the bottom of this form, and return it to [Info@NYBTG.com](mailto:Info@NYBTG.com)*

## Air Seal - All:

- \_\_\_\_\_ All **windows** are lockable and window frames are fully sealed.
- \_\_\_\_\_ All **exterior doors**, door to garage, and door to unconditioned basement (if exists) are weather stripped and has a door sweep. Necessary deadbolts are installed.
- \_\_\_\_\_ All **openings** that lead from the house to the outside, garage, attic, or unconditioned basement/crawlspace have been sealed against air infiltration.
- \_\_\_\_\_ Check any **penetrations** made for electrical wires, cables, and pipes (if spray foam was used, look for cutouts made in foam for this equipment after initial insulation).
- \_\_\_\_\_ **Fireplace dampers** are installed and closable.

## Air Seal - House Without Spray Foam Attic:

- \_\_\_\_\_ **Attic hatch** is weather stripped and insulated with foam board.
- \_\_\_\_\_ **Ceiling lighting** and **electrical plates** installed (No open holes, should be in finished state).
- \_\_\_\_\_ **Plumbing** under sinks should be sealed to drywall.
  
- \_\_\_\_\_ **Electricity** is working so testing equipment can be used.
- \_\_\_\_\_ **Gas fired oven** is operational and has been run for at least 1 hour prior to inspection (electric ovens and gas cook tops are excluded).
- \_\_\_\_\_ **Mechanical ventilation** is installed and operational. If bath fans are used as MV, they must be either constant run (no switch) or connected to a 24hour clock timer. ERVs and HRVs should be operational.
  
- \_\_\_\_\_ **Timing:** We will need to have all doors and windows closed and locked for a several periods of about 5 minutes each. Please schedule the inspection for a day where other work onsite won't prevent this.

If you have any questions please give the office a call at (631) 495-0289.

*I have confirmed that all of the above mentioned items have been completed and that the building is ready for inspection. I understand that I will be charged a fee of \$400 to cover travel time and labor if we arrive at the scheduled inspection and these items have not been completed.*

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Print Name