

# 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.**

PLEASE INITIAL (or type initials) AT EACH ITEM BELOW, SIGN THE BOTTOM OF THIS FORM, AND RETURN IT TO INFO@NYBTG.COM

- \_\_\_\_\_ All windows and doors are lockable and all weather stripping is in place.
- \_\_\_\_\_ All openings that lead from the house to the outside, garage, attic, or unconditioned basement/crawlspace have been sealed against air infiltration.
- HVAC system:
  - \_\_\_\_\_ All ductwork is sealed
  - \_\_\_\_\_ Ducts are sealed to the floor or drywall (See photo on Pg. 2)
  - \_\_\_\_\_ All registers are installed (Please call if there is a problem with this)
  - \_\_\_\_\_ All Attic ductwork is insulated to R-8. (not for sealed attics)
  - \_\_\_\_\_ Ductwork in any other uninsulated area is insulated to R-6
- \_\_\_\_\_ Gas fired oven is operational and has been run for at least 1 hour prior to inspection (electric ovens and gas cooktops 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 24-hour clock timer. ERVs and HRVs should be operational before the inspection.
- \_\_\_\_\_ All appliances are onsite or model #s are available to the inspector for Washer, Dryer, Refrigerator, Dishwasher, and any wine coolers or wine room equipment.
- \_\_\_\_\_ We will need to have all doors and windows locked closed 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 Solar PV is required, must be installed before we come for a final inspection.

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 or type name as signature