**Plumbing Trim – Out Checklist**

Customer Name: Date:

Address:

Plumbing Lead for this job:

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Yes/No | Initials and Date | Comments/Corrections made |
| Asked PM if all fixtures are at the house. If not, pick up materials before heading to house. | Y/N |  |  |
| Verify all fixtures are on materials list before starting work. Give materials list to PM upon completion.  | Y/N |  |  |
| Apply caulk between sink bowl, cabinets and backsplash in kitchen and walls in bathroom(s). | Y/N |  |  |
| Fill sink and lavatory bowl to the top and drain three (3) times. Certify there are no drainage problems or leaks.  | Y/N |  |  |
| Flush toilets with toilet paper at least six (6) times and certify there are no drainage problems or leaks.  | Y/N |  |  |
| Fill tub to overflow level, drain two (2) times and certify there are no drainage problems or leaks. | Y/N |  |  |
| Run shower for 15 minutes and certify there are no drainage problems or leaks. | Y/N |  |  |
| Energize water heater and conduct PRV test. Certify there are no drainage problems or leaks. | Y/N |  |  |
| Give PM materials list and this check list upon completion of the home. | Y/N |  |  |
| Restock materials the next morning and report low inventory in warehouse immediately. | Y/N |  |  |