

Practical Completion Inspection (PCI) Checklist:

EXTERNAL AREAS

- ☐ Brickwork or cladding finish
- ☐ Mortar joints neat and consistent
- ☐ Roof tiles or metal roofing secure
- ☐ Gutters & downpipes installed correctly
- ☐ Garage door operates smoothly
- ☐ Driveway finish (if included)
- ☐ External paint finish
- ☐ Outdoor taps functioning
- ☐ Drainage points clear

ENTRY & HALLWAYS

- ☐ Walls & ceilings free from cracks/dents
- ☐ Paint finish even and consistent
- ☐ Skirting boards secure and undamaged
- ☐ Doors open and close properly
- ☐ Door handles and locks functioning
- ☐ Flooring installed correctly

LIVING AREAS

- ☐ Windows open, close and lock properly
- ☐ Window seals intact
- ☐ Power points functioning
- ☐ Light switches working
- ☐ Ceiling cornices aligned
- ☐ Flooring transitions neat
- ☐ Cabinetry and shelving secure

KITCHEN

- ☐ Cabinets aligned and secure
- ☐ Drawers open and close smoothly
- ☐ Benchtops free from chips or scratches
- ☐ Sink and tap functioning
- ☐ Appliances installed correctly
- ☐ Splashback tiling even
- ☐ Exhaust fan working

BATHROOMS & ENSUITE

- ☐ Tiles level and grout consistent
- ☐ Silicone seals neat
- ☐ Shower screen secure
- ☐ Toilet flushing correctly
- ☐ Basin and taps functioning
- ☐ Exhaust fan working
- ☐ Vanity cabinets aligned

BEDROOMS

- ☐ Wardrobe doors aligned
- ☐ Sliding doors operate smoothly
- ☐ Flooring finished neatly
- ☐ Paint finish consistent
- ☐ Power points functional

LAUNDRY

- ☐ Trough installed correctly
- ☐ Taps functioning
- ☐ Cabinetry secure
- ☐ Drainage connected

SERVICES & SYSTEMS

- ☐ Heating and cooling system operational
- ☐ Hot water system functioning
- ☐ Smoke alarms installed and operational
- ☐ Electrical switchboard labelled
- ☐ Water pressure adequate

DOCUMENTATION

- ☐ Occupancy permit issued
- ☐ Appliance manuals provided
- ☐ Warranty documentation supplied
- ☐ Keys and remotes received
- ☐ Defects list signed and recorded