

Barefoot & Company, Inc.

Date Ordered:		Meas:	
Contractor:		Install:	
Job Address:			
Superintendent:		Plan:	
Phones:			

DOOR HARDWARE JOB INSPECTION FORM (NHQ Sheet)

VERIFICATION & STATUS OF WORK	OBSERVATION
Job Ready Veriication (Y or N)	*use blank space to note discrepency/issue & action taken
DOOR HARDWARE <input type="checkbox"/> Doors hung <input type="checkbox"/> Doors painted <input type="checkbox"/> Weatherstripping on Exterior Doors <input type="checkbox"/> Hinge & Lock color match on selection sheet <input type="checkbox"/> Front door handed left or right	Discrepancy: Action Taken: Name & Date:

Work In Process (Y or N)	
<input type="checkbox"/> Safety Equipment Checked <input type="checkbox"/> Installation Area Checked	Name & Date:

Self/Final Inspection (Y or N)	
<input type="checkbox"/> QAR complete	Issue: Action taken: Name & Date:

Area Manager Final Inspection (if applicable)				
<input type="checkbox"/> QAR Complete <input type="checkbox"/> Safety Inspection Complete	Issue <table style="width: 100%;"> <tr> <td style="width: 60%;">Monthly Hotspot Identified Here</td> <td style="width: 20%; text-align: center;">YES</td> <td style="width: 20%; text-align: center;">NO</td> </tr> </table> Qualified Inspector Signature & Date:	Monthly Hotspot Identified Here	YES	NO
Monthly Hotspot Identified Here	YES	NO		

NOTES/PROBLEMS (use other side if necessary):

All noted problems and outstanding items have been completed:

Signature & Date:

QAR	All doors have correct function of locks and have a hinge or a base stop (some doors may require two stops). All doors have a strike plate (predrill holes to prevent splintering) and door closes preoperly in strikeplate. House #'s are installed with correct color and in correct location. Deadbolts are installed and lock with ease. All privacy and entry lock and unlock properly. Install dust covers & use appropriate security screws. Use caulk &/or wood filler to correct splintering errors Premeasure for all height, center for all bath acc installs (use level). Notify builder & Barefoot when leaving keys or house #'s. Clean up area and lock house when install is complete (lock
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_____ exterior doors.