

SW INSPECTION REPORT CHECKLIST

- ☐ 1. Inspection # matches in photo log, document name, and CLV form
- ☐ 2. Sign/proof of location in photo log
- ☐ 3. Check for expired dates on sign
- ☐ 4. Contractor and end date confirmed/not confirmed
- ☐ 5. Photo log correct date and time
- ☐ 6. Checklist questions, photo log list, photo log questions match (make sure yes/no's are correct in checklist)
- ☐ 7. Photo log list and question contents match
- ☐ 8. Check pdf file name is correct
- ☐ 9. Check PDF is flattened.