**1100 – Year End and Warranty Checklist**

**Architect-Engineer Responsibilities:**

YES N/A

Each piece of equipment and every system have been verified as operational.

List exceptions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Complete inspection tour conducted on:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Final completion list has been prepared (dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) and submitted to Project Manager.

Results of inspection require corrections, and re-inspection has been scheduled.

**Commissioning Authority Responsibilities:**

YES N/A

Updated Owner’s Project Requirements have been reviewed.

Post Occupancy and Off Season Testing have been conducted.

Optimization & Adjustment Report has been prepared.

Warranty Issues have been resolved satisfactorily.

Continued / Re-Commissioning Plan has been developed.

**End of Occupancy and Warranty Checklist**