EXAMPLE

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| **INSPECTION and TEST - REPORT**  **CARPET** | | | | | | | | |
| Contract:  Client: Checklist Ref.: | | Lot No.:    Location: | | | | **Lot Opened:** | | |
| **Lot Closed:**  Name: | | |
| **Comments:** *(Delays/Disruption,Improvements,Other)* | | | | | | Signature: | | |
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| **No.** | **Process** | **Spec/Std/Dwg** | **Acceptance Criteria** | **Pass** | **Fail** | **CAR Ref:** | **Initial(ITP)** | **Date** |
| 1 | Subcontractor Review |  |  |  |  |  |  |  |
| 2 | Safety Induction |  |  |  |  |  |  |  |
| 3 | Approve samples of materials as follows: |  |  |  |  |  |  |  |
| 4 | Check deliveries of materials as follows:   1. Carpet 2. Underlay 3. Grippers, edge strips, etc. 4. Adhesives |  |  |  |  |  |  |  |
| 5 | Approve sample laid area. |  |  |  |  |  |  |  |
| 6 | Check preparation of substrate as follows:   1. Concrete 2. Timber |  |  |  |  |  |  |  |
| 7 | Check grippers, etc. |  |  |  |  |  |  |  |
| 8 | Check underlay (where specified). |  |  |  |  |  |  |  |
| 9 | Check laid carpet as follows:   1. Carpet 2. Division Strips |  |  |  |  |  |  |  |
| 10 | Check protection. |  |  |  |  |  |  |  |
| 11 | Obtain guarantees. |  |  |  |  |  |  |  |
| 12 | FINAL INSPECTION - (Including review of records for Items 3 to 11 above). Check  cleaning and spare carpet. |  |  |  |  |  |  |  |
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| **Note: Ensure all certificates, records and photos are attached to the Inspection Report** | | | | | | | | |

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