

Painting Quality Control Checklist

Job		Date	
Address		Crew lead	

Hold point 1: after prep, before primer

Item	Done	Initials
Surfaces washed where required, and confirmed dry before any filler goes on		
Filled areas checked by hand for proud edges, not judged by eye from across the room		
Repairs sanded flush and feathered, with no visible ring around the patch		
Sanding dust vacuumed and removed, not brushed onto the floor or into the corners		
Glossy and previously coated surfaces scuff sanded properly rather than lightly scuffed		
Caulk applied after sanding, tooled into the joint, and free of smears on the face		
Masking lines checked for adhesion along the full run before any coating starts		

Hold point 2: after primer, before the first coat

Item	Done	Initials
Primer applied where specified, and stains checked for bleed once it has dried		
Patches confirmed invisible under primer before the first finish coat is applied		
Color, sheen and location checked against the signed record at the point of opening the can		

Hold point 3: after the first finish coat

Item	Done	Initials
First coat inspected for stipple, lap marks, ropes and heavy cut lines while a second coat remains		
Recoat time respected against the product data for the actual conditions in the room		

Hold point 4: after the final coat, before tape comes off

Item	Done	Initials
Cut lines checked for straightness and for the picture frame effect against the rolled field		
Final coat inspected in raking light in every room, with a work light held along the surface		
Ceilings checked from two positions, since a single viewing angle hides missed areas		
Tape pulled at the correct stage and every line inspected for bleed or tearing		
Trim, frames and doors checked for runs, sags and unpainted edges including the tops		

Hold point 5: before the customer walk

Item	Done	Initials
Hardware, plates and vents refitted correctly, in the right rooms, with no paint on them		
Protection removed only after the final inspection, never before		
Independent walk done by someone who did not paint the room		
Anything found recorded, so the pattern is visible rather than fixed and forgotten		
Customer walk booked, and conducted with the lighting the customer actually uses		

Defect record (count by type each quarter)

Room	Defect	Found by	Hold point

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