



## Fit-off Checklist

<b>SITE:</b>		<b>JOB NO:</b>	
✓		✓	
	<b>LIGHTING</b>		<b>LOW VOLTAGE</b>
	All lights fit off and working		All data terminated, numbered and tested
	All exterior lights siliconed		Phone module connected and filter fitted for ADSL
	Heat sleeving used where necessary		4 x Patch leads supplied in comms hub
	All future cabling left disconnected and safe		All cabling in comms hub tidy and cable-tied neatly
	All switches level		Spiral wrap fitted to speaker and A/V cabling if necessary
	All Square downlights straight and in line		Battery Smoke Detectors installed (if battery type)
	<b>POWER</b>		<b>VENTILATION</b>
	All sockets level and secured back to wall		Fans run quietly with no noise or vibration
	All power working and required testing carried out		<b>HEAT PUMPS</b>
	Switchboard labelled and pole fillers fitted		Indoor unit flush to wall and level
	Garage door lead and control cable cable-tied neatly		Outdoor unit fixed in position
	Smoke Detectors fit-off (if 240v type)		Heat Pump commission sheet filled out
	Stainless steel bench bonded if necessary		<b>UNDERFLOOR HEATING</b>
	Danger sign on exterior of house for mains cabling		Thermostat connected and programmed
	Earth peg protection tube fitted if necessary		<b>FINAL CHECK</b>
	HWC connected		All product manuals and warranty cards left on site for client
	Oven and Hob connected		DNA Electrical sticker on inside of switchboard
	<b>ALARM</b>		Site left clean and tidy - no strippings left on floor or boxes/ rubbish left on site
	All PIR's pointing to centre of each room		<b>SIGN OFF SHEETS</b>
	Walk test carried out on all zones		Test Sheet completed
	Internal and external siren function correctly		Circuit Chart completed
	Delay zones operate properly		
	Stay zones function properly		
	Away zones function properly		

Responsible Electrician: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_