



Inspection Report Form

Inspector

Customer details

Requested by:

Date:

Name of Client:

Address:

Contact details:

Cell:

Home:

Office:

Product detail

Type of Product:

LVT ☐ Laminate ☐ Engineered wood ☐ Solid wood ☐
Click ☐ Glue down ☐

Manufacturer:

Product name:

Colour:

Batch#:

Adhesive used:

Application method:

Screed used:

Application method:

Underlay used:

Application used:

Installer Details:

Present on site:

Nature of Complaint:

Scope of Work:

Background:

The Inspection

Findings and readings

How long after completion did the client move in?

Ambient room temperature at time of inspection?

What window protection is provided?

Type of moisture meter used



SAWLFA
Flooring Association

Tel: 011 455 2822
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Screed moisture readings at time of Installation:

Screed moisture readings at time of inspection:

Moisture readings in walls:

Moisture readings in wood:

What is manufacturer spec on maximum length and width?

Is the floor flat and correct for this application?

Yes ☐ No ☐

Is expansion according to specifications?

Yes ☐ No ☐

Header joints at least ¼ plank apart?

Yes ☐ No ☐

Is the finishes installed correctly?

Yes ☐ No ☐

Is the correct filler used around doorframes?

Yes ☐ No ☐

Is there anything pinning the floor?

Yes ☐ No ☐

Did client receive cleaning /maintenance instructions?

Yes ☐ No ☐

Is there any sign of cleaning abuse?

Yes ☐ No ☐

Does the furniture have protection under the feet?

Yes ☐ No ☐

Are there any walk-off mats present?

Yes ☐ No ☐

Is there any rubber backed mats?

Yes ☐ No ☐

Does all heavy furniture have suitable non staining, Wide load bearing, plastic ferrules or soft wheels?

Yes ☐ No ☐

Did you have a sign off?

Yes ☐ No ☐

Did you take pictures of all readings and problems?

Yes ☐ No ☐

What were your findings?

What remedial work would be required?



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