

Practical Completion Inspection (PCI) Checklist

17-category checklist Adam Gates runs on every PCI. Print this. Take it to site the day of your PCI walk-through. This is your last real leverage before final payment.

Job address:

PCI date:

Builder:

Contract price:

Home size (m2):

Final payment due:

How to use: Walk the home the day of your PCI. Tick items as you verify. Any unchecked item = raise with builder BEFORE final payment. 3+ red flags = book independent inspection. 10+ red flags = do NOT make final payment until rectified.

1. Termite Management (AS 3660.1:2014)

- Physical or chemical termite barrier certificate on site
- Barrier continuous around slab perimeter - no gaps
- Slab edge visible (not covered by soil/mulch/paving)
- 75mm min. inspection zone clear + visible
- Weep holes in brick walls not blocked
- No cracks in slab that would allow termite entry
- **Red flag:** Landscape mulch/soil against slab edge, OR missing termite certificate. Termites cause more damage than fire + flood combined.

2. BAL (Bushfire Attack Level) + Safety

- Smoke alarms installed + tested (mains-powered w/battery backup per QLD law)
- Handrails on all stairs where required
- Balustrades compliant (height + gaps per NCC)
- BAL construction detailing per bushfire report (if applicable)
- Correct glass rating on windows (BAL zones)
- **Red flag:** Missing smoke alarm OR non-compliant balustrade = safety defect, must be fixed before handover.

3. Slab & Driveway Defects

- No slab cracks wider than 1mm exposed at edges
- Driveway concrete finish acceptable (broom finish typical)
- No unfinished external concrete (patios, paths, alfresco)
- Driveway falls away from garage (no water toward slab)
- Expansion joints correctly placed + finished
- **Red flag:** Uncompleted external concrete work = incomplete build, delay handover until finished.

4. Frame & Preplaster (Visible Elements)

- No visible framing defects at exposed areas (garage, roof void)
- Ceiling access hatch operates + insulation visible above
- Roof void: no debris, all trusses tie-downs visible + correct
- No sagging ceiling battens visible from underside
- **Red flag:** Roof cavity full of construction debris = contract non-compliance + fire risk.

5. Walls, Gaps, Cladding & Render

- External cladding straight + true (no wavy lines)
- Render finish consistent (no patches/blowouts)
- Gap around windows/doors sealed + weather-tight
- No wall bows visible under raking light
- Weep holes in brickwork clear
- Skirting gaps at floor < 3mm
- **Red flag:** *Wall humps visible under raking light = plasterboard install defect. Skirting gaps > 3mm = poor floor level.*

6. Plumbing & Electrical

- Every tap turns + water flows correctly (hot + cold)
- Every toilet flushes correctly
- Every GPO tested (bring a phone charger)
- Every switch operates correct light
- All faceplates installed (no missing GPO/switch faces)
- Hot water system operating + set to correct temp
- All wet area drains flow freely (hose test)
- Bathroom exhaust fans wired + working
- **Red flag:** *Missing GPO faceplate OR any switch/fitting not working = safety + contract defect.*

7. External Deck & Fixing Defects

- Deck boards secured + straight - no damaged/split boards
- Deck stains + finish even
- Handrails secure
- Fixings galvanised + not rusting
- Deck level with adequate falls
- **Red flag:** *Damaged decking boards left in place. Insist on replacement before final payment.*

8. Windows & Doors (External)

- Every external window opens + closes cleanly
- Fly screens present + intact on every openable window
- Window rollers smooth (no flat spots)
- Front door + all external doors seal weather-tight
- Window sills clean + finish complete
- Locks operate + keys handed over
- **Red flag:** *Missing fly screens OR window rollers with flat spots = incomplete install.*

9. Paint

- Paint finish even (no roller marks, streaks, missed patches)
- Corners cleanly cut in
- No paint splatter on floors, benches, tiles, GPOs
- Touch-up paint provided (labelled by room)
- Ceiling paint even coverage
- External paint complete + consistent
- **Red flag:** *Paint splatter on floors/benches/tiles = poor prep or careless work. Insist on removal.*

10. Tile & Silicon Grout Defects

- No cracked tiles anywhere
- Tile lippage within QBCC S&T; tolerance
- Grout even (no pinholes, no crumbling)
- Silicone continuous at all wet-area corners + junctions
- No silicone gaps or missing sections
- Grout colour consistent
- **Red flag:** *Cracked tile OR grout pinholes = fail. Silicone gaps let water into wall cavity.*

11. Windows & Doors (Internal)

- Every internal door opens + closes cleanly
- Doors don't swing open/closed on own (out of plumb)
- Door handles + latches operate smoothly
- No warped doors
- Door stops installed + preventing wall damage
- Skirting cleanly cut at door frames
- **Red flag:** *Doors that don't close cleanly OR warped doors = install defect, rectify before handover.*

12. Cabinetry

- Cabinet door gaps even (top, bottom, sides)
- Drawers open smoothly + close soft-close
- No missing edge banding on cabinet edges
- Handles installed + straight
- Benchtop joints tight + level
- Splashbacks fitted correctly
- Rangehood + oven operational
- **Red flag:** *Uneven cabinet door gaps OR missing edge banding = install defect.*

13. Wet Areas

- Shower waterproofing hose-tested - no ponding, water flows to drain
- Bath fills + drains correctly
- Vanity taps operate + no leaks under sink
- Toilet flushes + refills correctly
- Silicone continuous at all wet-area junctions
- Bathroom exhaust fan wired to appropriate switch
- **Red flag:** *Water pooling in wet areas OR missing bathroom exhaust fans = health + waterproofing defect.*

14. Wall, Ceiling, Garage & Stairs Defects

- No wall humps visible under raking light
- No ceiling sags
- Garage floor sealed + clean (paint spatter removed)
- Garage door operates + remote programmed
- Stair treads + risers even + secure
- Ceiling joints not showing (no cornice gaps)
- **Red flag:** *Wall humps under raking light OR ceiling sags = plasterboard install defect.*

15. Internal Defects

- Floor coverings correctly installed (no bubbles, gaps, transitions)
- Skirting cleanly finished + gap < 3mm at floor
- Architraves flush + neatly finished
- No damage to fixtures during install (scratches, chips)
- All room dimensions match plan
- **Red flag:** *Any damage to fixtures during install = record + require rectification.*

16. Cleaning

- Whole home professional-clean standard
- No construction debris in cupboards, on floors, in ceiling void
- Windows cleaned inside + out
- Bathrooms + kitchen sparkling
- Driveway swept + no rubbish left
- Skip bins removed from site
- **Red flag:** *Home not cleaned to professional standard = builder skipped final clean, insist on it.*

17. Incomplete Works

- All contract inclusions present + installed
- No provisions (holes/wires/brackets) without the fixture installed
- Air conditioning commissioned (heat + cool tested)
- All wall lights installed
- Diffuser covers on all light fittings
- Air conditioning grilles installed
- All appliances installed + working
- **Red flag:** *'We'll fix that under warranty' = builder trying to close contract. Warranty is for defects, not incomplete work.*

30 Red Flags - Don't Make Final Payment Until Fixed

Any 3+ = book independent inspection immediately. Any 10+ = do NOT make final payment until rectified.

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| ■ 1. Missing termite management certificate | ■ 16. Warped doors |
| ■ 2. Landscape mulch/soil against slab edge | ■ 17. Uneven cabinet door gaps |
| ■ 3. Missing smoke alarms | ■ 18. Missing edge banding on cabinets |
| ■ 4. Handrails missing on any stairs | ■ 19. Water pooling in wet areas |
| ■ 5. Balustrades not compliant (height/gaps) | ■ 20. Missing bathroom exhaust fans |
| ■ 6. Uncompleted external concrete work | ■ 21. Wall humps visible under raking light |
| ■ 7. Slab cracks wider than 1mm | ■ 22. Ceiling sags |
| ■ 8. Damaged decking boards | ■ 23. Skirting gaps > 3mm at floor |
| ■ 9. Missing fly screens | ■ 24. Roof cavity with construction debris |
| ■ 10. Window rollers with flat spots | ■ 25. Missing wall lights or GPO faceplates |
| ■ 11. Paint splatter on floors, benches, or tiles | ■ 26. Front door not sealed |
| ■ 12. Cracked tiles | ■ 27. Any electrical switch or fitting not working |
| ■ 13. Grout with pinholes or crumbling | ■ 28. AC not commissioned (heat + cool tested) |
| ■ 14. Silicone gaps or missing sections | ■ 29. Any contract inclusion item missing |
| ■ 15. Doors that don't close cleanly | ■ 30. Builder saying 'we'll fix that under warranty' |
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Book Your PCI Inspection

Standard home (up to 220m²): \$660 inc GST - same-day report

Larger homes: custom quote - call 07 3180 8041

When: day of PCI walk-through with builder, BEFORE final payment

Available: Mon-Fri across South East Queensland

Book online: vginspect.com/book | **Phone:** 07 3180 8041 | **Email:** info@vginspect.com

Adam Gates - Independent Building Inspector - QBCC Licence #1318443

Based on AS 4349.0 (Property Inspection Standards), AS 3660.1:2014, AS 3740:2021, AS/NZS 3000, AS/NZS 3500, NCC Vol 2, and QBCC Standards & Tolerances Guide. Your building contract + architectural drawings are the primary references. This is not a substitute for licensed inspection.