Practical Completion Inspection (PCI) Checklist

17-category checklist our builder-inspectors run 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.

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

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

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Based on 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 general information, not a substitute for a licensed inspection.