







## DRAWING CHECKLIST

|              | DV | DATE CHECKLIST FOR ORIGINAL DRAFTING   | COMMENTO         |
|--------------|----|--|------------------|
|              | BY | DATE CHECKLIST FOR ORIGINAL DRAFTING   | COMMENTS         |
| <b>\</b>     | PD | 2019-03-25 ARCHITECTURAL ELEVATIONS CHECKED AGAINST RCP FOR CEILING HEIGHTS AND    | 50FFII5          |
| <b>V</b>     | PD | 2019-03-25 DRAWINGS CHECKED FOR INCLUSION OF ALL ITEMS IN SCOPE                    | LUTEOTUDA I O    |
| 4            | NA | NA NOTIFIED ENGINEERING MANAGER OF DISCREPANCIES BETWEEN SCOPE AND ARC             | HITECTURALS      |
| <b>V</b>     | PD | 2019-03-25 MATERIALS CHECKED AGAINST SCOPE TO VERIFY WHETHER PROVIDED BY MB        |                  |
| <b>V</b>     | PD | 2019-03-25 ALL FINISHES ACCURATELY LISTED AND ASSIGNED TO DRAWING                  |                  |
| $\checkmark$ | PD | 2019-03-25 ALL VISIBLE MILLWORK ELEVATED INCLUDING FINISHED END PANELS AND SOFFITS |                  |
| <b>4</b>     | PD | 2019-03-25 ALL MARKERS AND TAGS CHECKED AND VERIFIED TO BE CORRECT                 |                  |
| $\checkmark$ | PD | 2019-03-25 CASEWORK DRAWN PER MB STANDARDS WHEREVER POSSIBLE                       |                  |
| $\checkmark$ | NA | NA APPLIANCES CHECKED AGAINST CUTS AND CUSTOM PANEL DRAWINGS CREATED               | AS NEEDED        |
| $\checkmark$ | NA | NA DOOR HARDWARE SHOWN TO THE EXTENT POSSIBLE PER HARDWARE SCHEDULE                | AND CUTS         |
| $\checkmark$ | NA | NA HARDWARE LOCATIONS DIMENSIONED OR REQUESTED FROM ENGINEERING MANA               | GER              |
| $\checkmark$ | PD | 2019-03-25 TITLE BLOCK FILLED OUT COMPLETELY AND ACCURATELY - IE SHEET NUMBERS AN  | ID DESCRIPTION\$ |
| $\checkmark$ | PD | 2019-03-25 ALL CABINET HARDWARE ACCURATELY LISTED INCLUDING FINISHES               |                  |
| $\checkmark$ | PD | 2019-03-25 ALL SPELLING CHECKED AND VERIFIED TO BE CORRECT                         |                  |
| <b>√</b>     | PD | 2019-03-25 MODEL SPACE LEFT CLEAN OF UN-NEEDED GEOMETRY                            |                  |
| $\checkmark$ | NA | NA NOTES REGARDING WATERPROOF CORES INCLUDED WHERE APPLICABLE                      |                  |
| <b>√</b>     | PD | 2019-03-25 ELEVATIONS DRAWN WITH REFERENCES TO BENCHMARK                           |                  |
| <b>√</b>     | NA | NA ALL ROUGH OPENINGS CLEARLY DIMENSIONED AND REFERENCED TO BENCHMARI              | <                |
| <b>√</b>     | NA | NA ALL DOORS BY MB TAGGED CORRECTLY IN MODELSPACE                                  |                  |
| <b>/</b>     | NA | NA ALL DOOR SWINGS VERIFIED TO BE SHOWN AND SCHEDULED CORRECTLY                    |                  |
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## USE ATTRIBUTE EDIT COMMAND ON AN ITEM TO EDIT USERNAME, DATE, AND COMMENTS

| $\checkmark$ | PD | 2019-xx-xx | CHECKLIST ITEM | NO FOLLOW UP NEEDED |
|--------------|----|------------|----------------|---------------------|
| <b>\</b>     | PD | 2019-xx-xx | CHECKLIST ITEM | NEEDS FOLLOW UP     |
| $\checkmark$ | NA | NA         | CHECKLIST ITEM | NOT APPLICABLE      |

| ate Drawn: | 2019-03-25 | 04 4 |
|------------|------------|------|
| rawn by:   | PD         | UT.T |



## **REVISION CHECKLIST**

| BY | DATE CHECKLIST FOR DRAWING REVISIONS   | COMMENTS |
|----|--|----------|
|    | ALL REDLINE REVISIONS MADE AND HIGHLIGHTED ON PRINTED COPY                       |          |
|    | ALL IMPLICATIONS OF REDLINE MARKUPS CONSIDERED AND CORRECTED                     |          |
|    | ENGINEERING MANAGER NOTIFIED VIA EMAIL OF ALL POSSIBLE CHANGE ORDERS             |          |
|    | ALL VISIBLE MILLWORK ELEVATED INCLUDING FINISHED END PANELS AND SOFFITS          |          |
|    | PLAN AND VERTICAL SECTIONS CROSS CHECKED FOR ACCURACY                            |          |
|    | ALL MARKERS AND TAGS CHECKED AND VERIFIED TO BE CORRECT                          |          |
|    | ALL GRAIN DIRECTIONS CLEARLY INDICATED INCLUDING WOOD, METAL, AND PLAM FINISHES  |          |
|    | APPLIANCES CHECKED AGAINST CUTS AND CUSTOM PANEL DRAWINGS CREATED AS NEEDED      |          |
|    | DOOR HARDWARE SHOWN TO THE EXTENT POSSIBLE PER HARDWARE SCHEDULE AND CUTS        |          |
|    | HARDWARE LOCATIONS DIMENSIONED OR REQUESTED FROM ENGINEERING MANAGER             |          |
|    | ALL CABINET HARDWARE ACCURATELY LISTED INCLUDING FINISHES                        |          |
|    | ALL FINISHES ACCURATELY LISTED , INDICATED ON DRAWINGS, AND ASSIGNED TO SERIES   |          |
|    | MATERIALS CHECKED AGAINST SCOPE TO VERIFY WHETHER PROVIDED BY MB                 |          |
|    | ALL NECESSARY FIELD DIMENSIONS INDICATED ON DRAWINGS                             |          |
|    | ALL FIELD DIMENSIONS APPLIED, ALL VIF DIMENSIONS REPLACED WTH FD                 |          |
|    | ENGINEERING MANAGER NOTIFIED OF MISSING FIELD DIMENSIONS                         |          |
|    | ALL +- INDICATIONS REMOVED EXCEPT WHERE SCRIBE IS INVOLVED                       |          |
|    | ALL LOOSE JOINTS INDICATED CLEARLY   |          |
|    | COMPONENT SIZES CHECKED AGAINST ELEVATOR SIZE TO ENSURE ACCESS                   |          |
|    | UNUSED GEOMETRY DELETED FROM DRAWING   |          |
|    | UNUSED PAPERSPACE TABS DELETED FROM DRAWING                                      |          |
|    | ALL RESOLVED QUESTIONS, CLOUDS, AND NOTES REMOVED FROM DRAWING                   |          |
|    | ENGINEERING MANAGER NOTIFIED BY EMAIL OF ANY NEW ISSUES WHICH REQUIRE ANSWERS    |          |
|    | ITEMS READY FOR FABRICATION CLEARLY INDICATED OR ITEMS ON HOLD CLEARLY INDICATED |          |
|    |  |          |
|    |  |          |

## USE ATTRIBUTE EDIT COMMAND ON AN ITEM TO EDIT USERNAME, DATE, AND COMMENTS

| DZALE | 10/21/14 | CHECKLIST ITEM | NO FOLLOW UP NEEDED |
|-------|----------|----------------|---------------------|
| dzale | 10/21/14 | CHECKLIST ITEM | NEEDS FOLLOW UP     |
| / NA  | NA       | CHECKLIST ITEM | NOT APPLICABLE      |

| Date Drawn: | X | Dwg# |
|-------------|---|------|
| Drawn by:   | X |      |