**[](https://de.smartsheet.com/try-it?trp=49204&utm_language=DE&utm_source=integrated+content&utm_campaign=/free-punch-list-templates&utm_medium=ic+commercial+construction+walkthrough+checklist+template+word+de&lpa=ic+commercial+construction+walkthrough+checklist+template+word+de&lx=jazGWVt6qlFVesJIxmZmqABAgeTPLDIL8TQRu558b7w)CHECKLISTE FÜR DIE KOMPLETTLÖSUNG FÜR DEN GEWERBLICHEN BAU**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FIRMA** | | **VORBEREITET VON** | | **PROJEKT-ID** |
|  | |  | |  |
| **NAME UND ADRESSE DER WEBSITE** | | | **KUNDE** | **DATUM** |
|  | | |  |  |
| **DURCHGEFÜHRTE ARBEITEN** | **DATUM DER FERTIGSTELLUNG** | | **DURCHGEFÜHRTE ARBEITEN** | |
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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **REZEPTION / EINTRITT** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | TÜREN |  |  |  |  |  | $- |
| 11 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 12 | DECKE |  |  |  |  |  | $- |
| 13 | BELEUCHTUNG |  |  |  |  |  | $- |
| 14 | LICHTSCHALTER |  |  |  |  |  | $- |
| 15 | STECKDOSEN |  |  |  |  |  | $- |
| 16 | TELEFONBUCHSEN |  |  |  |  |  | $- |
| 17 | INTERNETANSCHLUSS |  |  |  |  |  | $- |
| 18 | MAIL-DROP |  |  |  |  |  | $- |
| 19 | BESCHILDERUNG |  |  |  |  |  | $- |
| 20 | NOTFALL- / LEHRBESCHILDERUNG |  |  |  |  |  | $- |
| 21 | VERZEICHNIS |  |  |  |  |  | $- |
| 22 | EINGEBAUT |  |  |  |  |  | $- |
| 23 | AUFZUGSSCHALTER |  |  |  |  |  | $- |
| 24 | AUFZUG EINSTIEG |  |  |  |  |  | $- |
| 25 |  |  |  |  |  |  | $- |
| 26 |  |  |  |  |  |  | $- |
| 27 |  |  |  |  |  |  | $- |
| 28 |  |  |  |  |  |  | $- |
| 29 |  |  |  |  |  |  | $- |
| 30 |  |  |  |  |  |  | $- |

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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **TOILETTEN** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | SPIEGEL |  |  |  |  |  | $- |
| 11 | TÜREN |  |  |  |  |  | $- |
| 12 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 13 | DECKE |  |  |  |  |  | $- |
| 14 | BELEUCHTUNG |  |  |  |  |  | $- |
| 15 | LICHTSCHALTER |  |  |  |  |  | $- |
| 16 | STECKDOSEN |  |  |  |  |  | $- |
| 17 | BEATMUNG |  |  |  |  |  | $- |
| 18 | WASCHBECKEN |  |  |  |  |  | $- |
| 19 | FLIEßENDES WASSER |  |  |  |  |  | $- |
| 20 | TOILETTEN |  |  |  |  |  | $- |
| 21 | URINFLASCHEN |  |  |  |  |  | $- |
| 22 | KLEMPNEREI |  |  |  |  |  | $- |
| 23 | STECKZIRKEL |  |  |  |  |  | $- |
| 24 | PAPIERKÖRBE |  |  |  |  |  | $- |
| 25 | WASCHTISCH / REGAL |  |  |  |  |  | $- |
| 26 | SEIFENSPENDER |  |  |  |  |  | $- |
| 27 | DESINFEKTIONSMITTELSPENDER |  |  |  |  |  | $- |
| 28 | HANDTUCHSPENDER |  |  |  |  |  | $- |
| 29 | HANDTROCKNUNGSANLAGE |  |  |  |  |  | $- |
| 30 | PRODUKTSPENDER |  |  |  |  |  | $- |
| 31 | WICKELTISCH / EINHEIT |  |  |  |  |  | $- |
| 32 | BESCHILDERUNG |  |  |  |  |  | $- |
| 33 | EINGEBAUT |  |  |  |  |  | $- |
| 34 |  |  |  |  |  |  | $- |
| 35 |  |  |  |  |  |  | $- |
| 36 |  |  |  |  |  |  | $- |
| 37 |  |  |  |  |  |  | $- |
| 38 |  |  |  |  |  |  | $- |

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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **ALLGEMEINER BÜROBEREICH** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | TÜREN |  |  |  |  |  | $- |
| 11 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 12 | DECKE |  |  |  |  |  | $- |
| 13 | BELEUCHTUNG |  |  |  |  |  | $- |
| 14 | LICHTSCHALTER |  |  |  |  |  | $- |
| 15 | STECKDOSEN |  |  |  |  |  | $- |
| 16 | TELEFONBUCHSEN |  |  |  |  |  | $- |
| 17 | INTERNETANSCHLUSS |  |  |  |  |  | $- |
| 18 | CABINETRY |  |  |  |  |  | $- |
| 19 | BESCHILDERUNG |  |  |  |  |  | $- |
| 20 | NOTFALL- / LEHRBESCHILDERUNG |  |  |  |  |  | $- |
| 21 | EINGEBAUT |  |  |  |  |  | $- |
| 22 | SCHRÄNKE / KLEIDERHAKEN |  |  |  |  |  | $- |
| 23 | WÄRME |  |  |  |  |  | $- |
| 24 | Klimaanlage |  |  |  |  |  | $- |
| 25 | BEATMUNG |  |  |  |  |  | $- |
| 26 |  |  |  |  |  |  | $- |
| 27 |  |  |  |  |  |  | $- |
| 28 |  |  |  |  |  |  | $- |
| 29 |  |  |  |  |  |  | $- |
| 30 |  |  |  |  |  |  | $- |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **FLURE / FLURE** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | CABINETRY |  |  |  |  |  | $- |
| 11 | TÜREN |  |  |  |  |  | $- |
| 12 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 13 | DECKE |  |  |  |  |  | $- |
| 14 | BELEUCHTUNG |  |  |  |  |  | $- |
| 15 | LICHTSCHALTER |  |  |  |  |  | $- |
| 16 | STECKDOSEN |  |  |  |  |  | $- |
| 17 | BEATMUNG |  |  |  |  |  | $- |
| 18 | EINGEBAUT |  |  |  |  |  | $- |
| 19 | PAPIERKÖRBE |  |  |  |  |  | $- |
| 20 | FEUERMELDER |  |  |  |  |  | $- |
| 21 | FEUERLÖSCHER |  |  |  |  |  | $- |
| 22 | SCHWELLEN |  |  |  |  |  | $- |
| 23 | BESCHILDERUNG |  |  |  |  |  | $- |
| 24 | NOTFALL- / LEHRBESCHILDERUNG |  |  |  |  |  | $- |
| 25 |  |  |  |  |  |  | $- |
| 26 |  |  |  |  |  |  | $- |
| 27 |  |  |  |  |  |  | $- |
| 28 |  |  |  |  |  |  | $- |
| 29 |  |  |  |  |  |  | $- |
| 30 |  |  |  |  |  |  | $- |

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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **BÜRO / RAUM 1** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | TÜREN |  |  |  |  |  | $- |
| 11 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 12 | DECKE |  |  |  |  |  | $- |
| 13 | BELEUCHTUNG |  |  |  |  |  | $- |
| 14 | LICHTSCHALTER |  |  |  |  |  | $- |
| 15 | STECKDOSEN |  |  |  |  |  | $- |
| 16 | TELEFONBUCHSEN |  |  |  |  |  | $- |
| 17 | INTERNETANSCHLUSS |  |  |  |  |  | $- |
| 18 | CABINETRY |  |  |  |  |  | $- |
| 19 | BESCHILDERUNG |  |  |  |  |  | $- |
| 20 | EINGEBAUT |  |  |  |  |  | $- |
| 21 |  |  |  |  |  |  | $- |
| 22 |  |  |  |  |  |  | $- |
| 23 |  |  |  |  |  |  | $- |
| 24 |  |  |  |  |  |  | $- |
| 25 |  |  |  |  |  |  | $- |

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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **BÜRO / RAUM 2** | |  |  |  |  |  | **$-** |
| 1 | MAUERN |  |  |  |  |  | $- |
| 2 | STUTZEN |  |  |  |  |  | $- |
| 3 | TÄFELUNG |  |  |  |  |  | $- |
| 4 | MALEN |  |  |  |  |  | $- |
| 5 | PAPIER |  |  |  |  |  | $- |
| 6 | ETAGEN |  |  |  |  |  | $- |
| 7 | FUßLEISTE |  |  |  |  |  | $- |
| 8 | FENSTER |  |  |  |  |  | $- |
| 9 | GLAS |  |  |  |  |  | $- |
| 10 | TÜREN |  |  |  |  |  | $- |
| 11 | SCHLÖSSER / HARDWARE |  |  |  |  |  | $- |
| 12 | DECKE |  |  |  |  |  | $- |
| 13 | BELEUCHTUNG |  |  |  |  |  | $- |
| 14 | LICHTSCHALTER |  |  |  |  |  | $- |
| 15 | STECKDOSEN |  |  |  |  |  | $- |
| 16 | TELEFONBUCHSEN |  |  |  |  |  | $- |
| 17 | INTERNETANSCHLUSS |  |  |  |  |  | $- |
| 18 | CABINETRY |  |  |  |  |  | $- |
| 19 | BESCHILDERUNG |  |  |  |  |  | $- |
| 20 | EINGEBAUT |  |  |  |  |  | $- |
| 21 |  |  |  |  |  |  | $- |
| 22 |  |  |  |  |  |  | $- |
| 23 |  |  |  |  |  |  | $- |
| 24 |  |  |  |  |  |  | $- |
| 25 |  |  |  |  |  |  | $- |

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| **AUFGABE / ELEMENT** | | **ARBEIT ABGESCHLOSSEN** | | **IM VERTRAG** | | **ZUSÄTZLICHE INFOS** | **AUßERVERTRAGLICHE KOSTEN** |
| **Y** | **N** | **Y** | **N** |
| **VERSCHIEDENES** | |  |  |  |  |  | **$-** |
| 1 |  |  |  |  |  |  | $- |
| 2 |  |  |  |  |  |  | $- |
| 3 |  |  |  |  |  |  | $- |
| 4 |  |  |  |  |  |  | $- |
| 5 |  |  |  |  |  |  | $- |
| 6 |  |  |  |  |  |  | $- |
| 7 |  |  |  |  |  |  | $- |
| 8 |  |  |  |  |  |  | $- |
| 9 |  |  |  |  |  |  | $- |
| 10 |  |  |  |  |  |  | $- |
| 11 |  |  |  |  |  |  | $- |
| 12 |  |  |  |  |  |  | $- |
| 13 |  |  |  |  |  |  | $- |
| 14 |  |  |  |  |  |  | $- |
| 15 |  |  |  |  |  |  | $- |
| 16 |  |  |  |  |  |  | $- |
| 17 |  |  |  |  |  |  | $- |
| 18 |  |  |  |  |  |  | $- |
| 19 |  |  |  |  |  |  | $- |
| 20 |  |  |  |  |  |  | $- |
| 21 |  |  |  |  |  |  | $- |
| 22 |  |  |  |  |  |  | $- |
| 23 |  |  |  |  |  |  | $- |
| 24 |  |  |  |  |  |  | $- |
| 25 |  |  |  |  |  |  | $- |

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| **ZUSÄTZLICHE ANMERKUNGEN** | | | | | | | |
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|  |  |  |  |  |  |  |  |
| **MIETER** | | **DATUM DER INSPEKTION** | | | | **INSPEKTOR** | |
|  | |  | | | |  | |