

**SECURITY - ROUGH**  
*Job Ready Checklist*

*This list is to be reviewed by the Builder/Superintendent to verify that the job site is ready for the Trade Contractor to arrive and begin work.*

Check box  
when complete

- Permit card is clearly posted.
- Full accessibility to house is established, including gravel pad or clear driveway.
- Silt fence is in place.
- Readable sign identifying lot number is in place.
- House is clean of debris and safety railings are installed.
- All framing is complete and punched out, including all customer changes.
- House is dried-in. All windows and exterior doors are installed, excluding the garage door(s).  
Basement door is installed.
- Permanent stairs are installed.
- Plumbing, electrical and HVAC rough-ins are complete.
- Electrician has provided a dedicated non-GFI outlet to the low voltage system. Builder to specify location.
- T-pole is installed.
- Door swings are clearly identified and marked. Sliding glass doors have been identified.
- Locations of homeowner options are clearly identified and marked on the spec sheet. The Builder and Trade Contractor have reviewed any homeowner options.
- Location of low voltage and specialty hardware is identified and marked, including, but not limited to, security, sound system, vacuum, yard lighting, pools and spas. Builder and Trade Contractor have discussed systems for wiring around transoms, sidelights and garage exit doors that are not in place at the time of wiring.

**Builder/Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder Company name:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

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Check box  
when complete

- Trade Contractor has been informed of the size of the trim to be used in the house, especially surrounding the doors and windows.
- Trade Contractor has been informed of the type of insulation to be installed and the type of windows.
- The Trade Contractor has been given the start dates for the insulation and sheet rock installation.
- An area has been designated for the collection of trash and debris.

**Builder/Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder Company name:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_



## ADDENDUM TO THE TRADE CONTRACTOR AGREEMENT

### *Scopes of Work - Security - Rough*

- Builder has verified the completion of the Job Ready Checklist for Security-Rough.
- Perform all work within the guidelines specified in the contract, applicable building codes, and the *Homeowner Handbook* (or applicable warranty program of the builder) and the National Electrical Code for low-voltage wiring.
- All work to be completed in a manner that respects the efforts and materials of other Trades.
- The Trade Contractor must pull the permit for low voltage installation.
- Wiring for all electrical devices shall be per plan and building codes. Codes will override the plans when in conflict.
- Trade Contractor must use nothing less than 22-gauge stranded wires. Use 18-gauge solid red jacket wire for the smoke loop. Use 12-gauge solid green jacket wire for the ground.
- Allow 12 inches or greater clearance when running alarm wires parallel to electrical wires. Alarm wires should not be wrapped around romex, flex, or rigid conduit. Do not pull wire through the same hole as the electrical wiring.
- If forced to share channels, chases, openings or cutouts with electric wiring, keep alarm wire runs as short as possible (3 to 4 feet maximum). Branch away from electrical after the 4 feet maximum, and maintain the 12-inch clearance distance.
- Run trunklines instead of “cobwebs” or random run wires, whenever possible.
- Plan, locate and protect trunklines to prevent damage from other Trades.
- Wires should be run on the outer edge of the attic or secured to the rafters and/or the underside of the ridgeline.
- Use a 3/8” to 3/4” drill bit with a 3/4” maximum bore when drilling holes through window and doorframes, depending on plug sizes.
- Wires should not be left to dangle from holes. Coil, loop or cap wires for future termination. All windows must have caps or dummy plugs installed.
- Wires must be run to the dummy plug or to the window or doorframe.

**Contractor Initials:** \_\_\_\_\_

**Builder Initials:** \_\_\_\_\_

**Contractor Company Name:** \_\_\_\_\_

**Builder Company Name:** \_\_\_\_\_



**ADDENDUM TO THE TRADE CONTRACTOR AGREEMENT**  
*Scopes of Work - Security - Rough*

- If low voltage wires intersect electrical wires, it must be at a 90-degree angle.
- There should be separate runs for each door and grouped runs for windows by room or area of a room.
- Separate home runs should be made for each door or group of windows.
- Install nail guards as needed.
- Install P-rings or D-rings, and appropriate termination points.
- Wires should not be spliced. Broken wires must be replaced.
- All security pre-wire should be run to a central location, as specified by the Builder.
- All accessible, operable openings (doors and windows) must be wired for security if located within 12 feet or less of the ground.
- An annunciation device (siren) must be pre-wired.
- The house must be wired for a phone interface.
- Be sure each wire is properly identified when trunklines are run to the panel. Use wire tabs and number each tab. Bundle should be neatly organized to protect the work.
- Clean up all materials and construction debris resulting from the work and deposit in the designated area.

**Contractor Initials:** \_\_\_\_\_

**Builder Initials:** \_\_\_\_\_

**Contractor Company Name:** \_\_\_\_\_

**Builder Company Name:** \_\_\_\_\_

**SECURITY - ROUGH**  
*Job Complete Checklist*

*This checklist is to be reviewed by both the Trade Contractor and the Builder/Superintendent to verify that the work has been completed according to the Scopes of Work.*

Check box  
 when complete

**TRADE      BUILDER**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Proper wiring for equipment installed per contract and plan.  |
| <input type="checkbox"/> | <input type="checkbox"/> | No wires are dangling from holes. Wires are properly terminated: looped, coiled or capped.                              |
| <input type="checkbox"/> | <input type="checkbox"/> | Wires have a 12" clearance from electrical wiring, when possible.   |
| <input type="checkbox"/> | <input type="checkbox"/> | All nail guards are in place.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Wires have not been stapled close to the edge of any stud.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Builder has run power to the control panel.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection has been passed.   |
| <input type="checkbox"/> | <input type="checkbox"/> | All materials and construction debris resulting from the job have been cleaned up and deposited in the designated area. |

**Builder/Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder Company Name:** \_\_\_\_\_

**Trade Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Trade Contractor Company Name:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_