

SHELVING WIRE
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.
- Readable sign identifying the lot number is in place.
- Full accessibility to the site is established, including gravel pad or clear driveway.
- Silt fence is in place.
- Site is clear of trash and debris.
- The house is completed except for final paint touch up. Carpet has not been installed.
- Verify that no walls are out of plumb beyond ¼ inch over 6'.
- Verify location, size, depth and style of shelving with the Trade Contractor. Check for any customer options.
- An area has been designated for trash and debris collection.

Builder/Superintendent Signature: _____ **Date:** _____

Builder Company name: _____

Site Address: _____



ADDENDUM TO THE TRADE CONTRACTOR AGREEMENT
Scopes of Work - Shelving Wire

- Builder has verified the completion of the Job Ready Checklist for Wire Shelving.
- Perform all work within the guidelines specified by the contract, applicable building codes, manufacturer's specifications and the *Homeowner Handbook* (or applicable warranty program of the builder).
- All work to be completed in a manner that respects the efforts and materials of other Trades.
- Verify the correct size, location, depth and style of all shelving with the Builder.
- Countertops and vanities may not be used for workbenches or to hold tools, materials or toolboxes. Damage to counter surfaces or base cabinets is the responsibility of the Trade Contractor.
- Damage to surrounding surfaces during the installation of shelving is unacceptable.
- Shelving should be plumb, level and square without bows, bends or damage. Shelves should be straight and level within 1/8" in 6 feet.
- Back clips shall be set in intervals no greater than 20". Install universal clip into the studs per manufacturer's specifications.
- Install single shelf rods at 68"-70" high.
- Install double shelf rods at 42" high and 84" high.
- Clip up the shoe racks, lower shelves, etc. in areas where carpet will be installed.
- Materials, trash, and debris shall be cleaned up and deposited in the designated trash collection area.

Contractor Initials: _____

Builder Initials: _____

Contractor Company Name: _____

Builder Company Name: _____

SHELVING WIRE *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"/> | Shelving has been properly installed in the designated locations with proper clips. |
| <input type="checkbox"/> | <input type="checkbox"/> | Shelving is level, plumb and square, without bows, bends or damage. |
| <input type="checkbox"/> | <input type="checkbox"/> | There has been no damage to surrounding surfaces. |
| <input type="checkbox"/> | <input type="checkbox"/> | No exposed metal is visible on the shelving. |
| <input type="checkbox"/> | <input type="checkbox"/> | Materials, trash and debris have been collected and deposited in the designated trash collection area. |

Builder/Superintendent Signature: _____ **Date:** _____

Builder Company Name: _____

Trade Contractor Signature: _____ **Date:** _____

Trade Contractor Company Name: _____

Site Address: _____