

Construction Drawing Handover Checklist

Project Name

Project Number

Location

Date

Prepared By

Received By

Drawing Details

No.	Drawing Title	Drawing Number	Revision	Issued Date	Remarks	Checked
1						<input type="checkbox"/>
2						<input type="checkbox"/>
3						<input type="checkbox"/>
4						<input type="checkbox"/>
5						<input type="checkbox"/>

General Notes