

# As-Built Drawing Submission Checklist

## Project Information

Project Name

Project Number

Location

Submitted By

Company

Date

## Checklist

No.	Description	Yes	No	Remarks
1	All revisions and changes are clearly marked	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
2	Drawings are signed and dated by responsible party	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
3	All changes are recorded with proper documentation	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
4	Digital and hard copies are provided as required	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
5	All sheets are properly titled and numbered	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
6	Approval signatures are included as needed	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
7	As-built drawings match actual site conditions	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
8	Legend and notes are updated and complete	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>

## Additional Comments

