

**Alpha Delta Phi
Punch List
Prepared by Frank Heitzman
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Number	Room	Description of work to be done	Completed?
1	Exterior rear yard	Provide new fence and gate	
2	Exterior rear yard	Cut down tree	
3	Exterior rear yard	Clean up yard	
4	Exterior rear yard	Provide window well gratings	
5	Exterior front	Reactivate front exterior sconces	
6	Exterior front	Reactivate front doorbell	
7	Basement lounge	Remove paint overspray from bar rail	
8	Mechanical Room	Install missing lugs in exterior lighting timer	
9	Mechanical Room	Install light switch at door to room	
10	Basement Men's Room	Replace damaged partition door	
11	Basement Men's Room	Repair leak in urinal flush valve	
12	Basement Men's Room	Touchup paint pipes at ceiling & paint unistrut and conduit	
13	Basement Women's Room	Paint pipe and conduit at ceiling	
14	Basement Women's Room	Remove old electrical ground and conduit at ceiling and steam pipe vent	
15	Basement Women's Room	Provide blank-off plate & switch plate	
16	Basement stairs	Stain end of stair railing	
17	Basement east-west hallway	Fill, grind and touch-up paint countersunk bolt holes in hollow metal frames in basement toilet rooms	
18	Basement Laundry Room	Patch and paint walls and ceiling	
19	Basement Laundry Room	Reconnect gas driers & vents	

Number	Room	Description of work to be done	Completed?
20	Front Vestibule	Install new front door	
21	Room 102	Repair plaster damage at north wall	
22	Room 102	Repaint peeling paint on south wall	
23	Living Room	Reseal wood paneling	
24	Living Room	Hang chandeliers and sconces	
25	Living Room	Install radiator cover liners	
26	Living Room	Paint old smoke detectors	
27	Dining Room	Hang chandeliers and sconces	
28	Dining Room	Install radiator cover liners	
29	Dining Room	Strip, restain and seal parts of radiator covers to match	
30	Dining Room	Repair or replace touch latch on radiator cover	
31	Dining Room	Install push plates on doors	
32	Stair hall	Install radiator cover	
33	Kitchen	Repaint Floor	
34	Kitchen	Touchup paint above base at lockers	
35	Pantry	Patch & paint around reinstalled door to dining room	
36	Rear vestibule	Reinstall new door stops at first floor door to back stairs to permit lock to function	
37	Rear vestibule	Provide escutcheon plate at steam pipe penetration thru floor	
38	Back door	Change lock function first floor back door so it cannot be left unlocked	
39	2 nd floor hallway	Reinstall switching for hallway lighting	
40	2 nd floor hallway	Strip, restain and seal chair rail to remove stain drips	
41	2 nd floor bathroom	Provide missing drain grate in shower stall	
42	Room 200	Patch and paint walls and ceiling	
43	Library	Replace missing spotlights	
44	Library	Install ceiling light diffusers	
45	Room 306	Repair radiator leak at shut off valve	
46	3 rd floor bathroom	Install missing lavatory	