**[A blue and white sign

Description automatically generated](https://www.smartsheet.com/try-it?trp=12318&utm_source=template-word&utm_medium=content&utm_campaign=Approval+Construction+Punch+List-word-12318&lpa=Approval+Construction+Punch+List+word+12318)Approval Construction Punch List Template**

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| Project Name | Address | Project ID | Project Manager | Date |
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|  |  |  |  |  |  |  |  |  | Engineer | Inspector | Owner | Contractor |
| Task ID | Task Description | Location | Status | Assigned To | Assigned By | Date Assigned | Date  Due | Date Completed |
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