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QUALITY / POOR WORKMANSHIP INSPECTION REPORT

Quality / Poor Workmanship Inspection Report (Visual)

Evidence-led visual observations to support professional correspondence, remedial advice and discussions with the contractor.

SAMPLE REPORT - FOR DEMONSTRATION PURPOSES ONLY

Important: This sample report records visible defects, incomplete items and workmanship concerns. It is not a structural survey, Building Control inspection, legal liability report, valuation or specialist compliance report.

Property address	Example Refurbishment Property, Wakefield, West Yorkshire
Client details	Name: Example Homeowner Client Contact: website demonstration only
Date of inspection	06 May 2026
Contractor / company	Example Contractor Ltd
Scope of works	Kitchen refurbishment and associated decoration
Contract documents provided?	Quotation and limited specification provided
Works start / completion dates	Start: 01/03/2026 Completion claimed: 20/04/2026
Inspector / Report prepared by	St Clair Property Services
Report reference	SAMPLE-PW-001
Report status	Sample / Demonstration Copy
Issued to	Website demonstration only

SAMPLE REPORT - FOR DEMONSTRATION PURPOSES ONLY

Survey. Manage. Build. | Property projects managed properly. | Clear advice first.

CONTENTS

- A. Executive Summary
- B. About the Inspection
- C. Overall Opinion
- D. Defect Schedule
- E. Quality & Safety Notes
- F. Important Limitations & Disclaimers
- G. What To Do Next
- H. Re-Inspection Outcome

A. EXECUTIVE SUMMARY

Item	Sample outcome
Overall position	Remedial works required.
Defect count	High: 1 Medium: 4 Low: 2
Main themes	Incomplete finish, inconsistent sealant, poor alignment, damaged decoration and missing handover information.
Highest priority items	PW-001 extractor ducting incomplete; PW-002 worktop joint seal failure; PW-003 electrical accessory loose.
Re-inspection recommended	Yes, after contractor completes agreed remedial works.

B. ABOUT THE INSPECTION

This sample demonstrates how a quality/workmanship inspection can record visible defects and incomplete items in an evidence-led format. It is intended to support clear professional communication with the contractor and help agree remedial actions.

C. OVERALL OPINION

The works appear substantially complete, but several visible finish and completion items require correction. This report does not determine legal fault or contractual breach; it records visible issues and recommended next steps.

D. DEFECT SCHEDULE

Ref	Location	Trade	Severity	Observation	Recommended remedial action
PW-001	Kitchen extractor cupboard	Ventilation	High	Extractor ducting appears incomplete; discharge route not confirmed.	Contractor to expose as needed, complete ducting properly and provide evidence/commissioning details.
PW-002	Worktop joint near sink	Joinery	Medium	Open joint/sealant gap visible in wet-use area.	Re-seal or refit joint to prevent water ingress and damage.
PW-003	Double socket above worktop	Electrical	High	Accessory appears loose at wall plate. No electrical testing carried out.	Competent electrician to inspect, make safe and certify as required.
PW-004	Wall tiling above worktop	Tiling	Medium	Uneven tile alignment and inconsistent grout lines visible.	Agree acceptable remedial method with contractor.
PW-005	Decorated wall return	Decorating	Low	Paint runs and patchy finish visible under natural light.	Sand/prep and redecorate affected area.
PW-006	Plinth line	Joinery	Medium	Kitchen plinth not clipped consistently; visible gap at corner.	Refit plinth and corner return neatly.

E. QUALITY & SAFETY NOTES

Area	Sample note	Action
Services	Electrical and ventilation items are visual observations only.	Request certification and competent contractor confirmation.
Handover pack	No appliance manuals, certificates or commissioning notes seen at inspection.	Request full handover information from contractor.
Access limitations	No opening-up or dismantling carried out.	Hidden defects may exist; specialist testing may be required.

F. SAMPLE PHOTO EVIDENCE

The images below are demonstration placeholders showing how photographs, drone images, thermal images or supporting evidence can be cross-referenced in the final issued report. They do not relate to a real client or property.



Final issue note: actual reports should use clear, dated images with matching photo references in the relevant observation, defect, work item or finding section.

- This is a visual quality/workmanship sample report only.
- It is not a legal determination of liability, contractual breach, negligence, causation or fault.
- It is not a Building Control inspection and does not confirm Building Regulations compliance.
- Services are not tested or certified unless separately instructed.

- Issue the defect schedule to the contractor and request a written response against each item.
- Agree a dated remedial programme for High and Medium items.
- Request certificates, commissioning records and completion evidence.
- Consider re-inspection once remedial works are complete.

Item	Sample entry
Re-inspection date	To be confirmed
Items completed	To be confirmed
Items outstanding	To be confirmed
Further action required	To be confirmed