united living City of Westminster **Wharnecliffe Gardens - Window Handover Process** property services This could be a joint Visit / Inspection Windows installed, Checked by Installer, Operation explained, Window Supervisor United Living Westminster Window installation Keys & Manual left with Checks installation Inspection carried Inspection carried No Offered No completed & Resident. Installer & Resident No **Snags identified** out. out. accepted by Client sign installers completion **Snags identified Snags identified** certificate, as QMP Yes Yes Snags rectified by Snag List passsed Snag List passsed to Yes Yes Installer and reback to Supervisor / United Living offered to Supervisor Installer

Note this process indicates window installation only - Structural making good, external / internal repairs will be reviewed seperately.