

Structures: Final Sign-off of Completed Work Checklist

Photographs must clearly and comprehensively show the completed project so that the Commission can confirm that a project was built as approved and provide Department of Buildings with sign-off.

Format:

- 8.5" x 11" printouts and one disk with a digital version of each image

- Color

- Printed on photographic or other archival paper

- Labeled on back, including project title, view and the Department of Buildings job number (if DOB sign-off is required)