

**☑ Department Inspections**

Make sure to request or self-certify the required inspections, by stage of completion, and obtained a sign-off for the completed work.

**☑ Self-Certification**

If self-certifying the required inspections, make sure to submit a notice of intent to self-certify, which may be audited.

**☑ Final Sign-off**

Make sure to complete all Department inspections and obtain a final sign-off of the completed work.