



# TENANT WORK AND CONSTRUCTION/ALTERATION

## CHECKLIST (GUIDELINES)

### Pre-Construction (complete prior to construction commencement)

- Approval from Pure Industrial to proceed with project
- Approval from Pure Industrial on scope of work, drawings and plans
- Building permit (if required)
- Provide Pure Industrial with a copy of the contractor's general liability insurance (\$5,000,000.00) and WSIB (Workplace Safety & Insurance Board)
- Provide Pure Industrial with contractor's emergency contact information
- Pre-construction meeting on site with contractor and Pure Industrial

### Post Construction

- Architectural final review (if required)
- Mechanical/electrical final review (if required)
- Hydro authority final inspection (if required)
- Provide copy of building department sign off final review and close of permit
- Invoice from customer for construction allowance (if applicable)
- General contractor statutory declaration, confirming full payment (if applicable)
- Provide Pure Industrial with a copy of the as-built plans