



**ZCS/KOLPAK**  
**INSTALLATION OF WALK-IN**  
**CHECK LIST**



Revision  
 Date:  
 9/27/2010

<b>Date</b>	<b>Serial #</b>	<b>Job Site/Location</b>
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**ATTENTION INSTALLER:**  
**THE FOLLOWING CONDITIONS MUST BE MET**  
**BEFORE ZCS WILL PROCESS YOUR INVOICE FOR PAYMENT;**  
**INITIAL IN APPROPRIATE BOX (List any additional work required in comments)**

Description	Accept	Un-acceptable	Comments or Corrective Action
1. Walk In Installation			
2. Panels Damage Free?			
3. Pad/floor leveled.			
4. Kolpak corners squared.			
5. Kolpak T-panel square.			
6. Door jams plumb & square			
7. Doors close & lock correctly			
8. Walls resting & secured properly & plumb			
9. All Plug buttons installed			
10. Overall appearance of Walk In is Satisfactory			
11. Trim exterior of box as required			
12. Coils in proper location & installed correctly (if required)			
13. Membrane roof package correctly installed (if required)			
14. Condensing units in proper location (if required)			
15. All walk-in trash removed			
16. Re-check walk in Door for proper installation & operation.			

Installation Installer \_\_\_\_\_

General Contractor Signature \_\_\_\_\_

Project Manager Signature \_\_\_\_\_

**THIS FORM MUST BE SUBMITTED WITH YOUR INVOICE  
 TO ZCS IN ORDER TO RECEIVE PAYMENT.**

**ALL ABOVE WORK TO BE GUARNATEED FOR 30 DAYS!**