



POST-CONSTRUCTION CLOSEOUT REQUIREMENTS

1. **“As-Built” Drawings** – AutoCAD updated or field redlined “as-built” CD’s clearly indicating all modifications to the site, including tower elevation, location of underground conduits, pull boxes and ground test ports (11” x 17” preferred)
2. **Tower Height & Antenna Height Verification (TAPE DROP)**– indicating total tower height including lightning rod, height of top of tower steel, actual centerline of **ALL ANTENNAS**, and the heights of the top and bottom of new antennas.
3. **Power Meter Number** for carrier. Include meter socket number or letter, as labeled.
4. **Collocation Application** – provide updated Collocation Application if the final installation differs from the original document in the specific Site Agreement.
5. **Digital Photos** – **Photos must be submitted on CD.** See Site Photo List for picture requirements. Developed film will only be accepted on an approved basis.
6. **Construction Inspections and Test Reports** – Provide inspections reports, concrete tests, grounding tests, and any related inspections and/or reports
7. **Final Signed Inspection Card/Certificate of Occupancy** – issued by local jurisdiction
8. **Warranty** – Provide warranty and closeout documentation for all workmanship and equipment
9. **Punch List** – to be signed off by contractor, carrier and Horizon Tower.
10. **“Other”** – as requested or any documents of importance to the site

Please be sure to clearly indicate the Horizon site name and number.