

## Project Planner Checklist for Ice Machine

1. \_\_\_ Is scope of work complete?
2. \_\_\_ Is 7 STEP complete?
3. \_\_\_ Who is the Installer & have you talked to installer before installation? What is the deadline?
4. \_\_\_ You verify you have all the supplies is in stock and matches Eclipse (need to purchase if not in stock)
5. \_\_\_ If purchase additional non-stock items you need to input into Eclipse with location
6. \_\_\_ Have you checked with the installers to go through the checklist to verify what all is complete?  
(Have installers call you before they leave jobsite so that you can verify all is complete)