SNAG LIST

Snag walkthrough, Villas 3 and 4

REPORT NO.	
GW-0051	
REV. 0	STATUS Draft for review

PROJECT Qurtubah Villas Phase 2	LOCATION Qurtubah, Riyadh	CONTRACT NO. C-0438
CLIENT Qurtubah Homes	CONSULTANT Al Mimar Consultants	CONTRACTOR Najd Contracting
COMPANY Najd Contracting	DATE Thursday 5 Nov	ATTENDEES Client representative
PREPARED BY Yusuf Rahman	ROLE Site Engineer	BASED ON 3 messages

CHECK BEFORE ISSUING

These points need a person to confirm them.

- The figure 6 in "A snag walkthrough of Villas 3 and 4 was carried out with the client representative on Thu..." is not in the original notes.

Questions sent to the sender

- Who is responsible for checking the Villa 4 roof waterproofing?

1. SUMMARY

A snag walkthrough of Villas 3 and 4 was carried out with the client representative on Thursday 5 Nov. Six defects were recorded across the two villas. High priority items are out-of-plumb plaster to the stair wall in Villa 3 and a water stain on the roof slab soffit above the stair in Villa 4, where waterproofing is to be checked.

2. SNAG LIST

NO.	AREA / LOCATION	DEFECT	TRADE	PRIORITY	RESPONSIBLE
1	Villa 3, stair wall	Plaster out of plumb, approx. 15mm	Plastering	High	Plasterers
2	Villa 3, master bedroom	Window frame scratched	Aluminium	Medium	Aluminium subcontractor
3	Villa 3, kitchen, near door	Floor tile cracked	Tiling	Medium	Tiling
4	Villa 4, living room	Two electrical boxes loose	Electrical	Low	Electrician
5	Villa 4, guest toilet	Door does not close fully	Carpentry	Medium	Carpenter
6	Villa 4, roof slab soffit above stair	Water stain; waterproofing to be checked	Waterproofing	High	

3. NEXT STEPS

NO.	ACTION
1	Check waterproofing above Villa 4 stair

4. SIGN-OFF

Prepared by (Site Engineer)	Accepted by (Contractor)	Verified by (Consultant)
NAME **Yusuf Rahman**	NAME	NAME
SIGNATURE	SIGNATURE	SIGNATURE
DATE	DATE	DATE

APPENDIX A: NOTES AS RECEIVED

MESSAGE 1, 05 NOV 2026, 15:17
Snag walkthrough villas 3 and 4 with the client rep, Thursday 5 Nov.

MESSAGE 2, 05 NOV 2026, 15:18
Villa 3: stair wall plaster out of plumb about 15mm, high priority, plasterers. Master bedroom window frame scratched, medium, aluminium sub. Kitchen floor tile cracked near the door, medium, tiling.

MESSAGE 3, 05 NOV 2026, 15:19
Villa 4: two electrical boxes loose in the living room, low, electrician. Guest toilet door does not close fully, medium, carpenter. Water stain on the roof slab soffit above the stair, high, check waterproofing.

Written by Groundwork from the sender's own notes. Not valid until reviewed and signed.