

Keep a clear reference for the agreed paint finish

Use this sheet alongside the full guide and the project's documents. Record what is confirmed, what remains open and who will resolve it. A tick records your discussion; it is not technical approval or a safety inspection.

Project / equipment: _____

Discussion date: _____

Confirmation	Evidence / owner / next action
☐ The actual product, colour reference and sheen are recorded.	
☐ The sample represents the agreed preparation and relevant wall texture.	
☐ The main wall, trim and feature areas are assigned clearly.	
☐ The retained sample or other agreed reference is identified.	
☐ Any required permission for the property and works is in place.	

Open items to resolve before proceeding