

PROFESSIONAL PROJECT CHECKLIST

Entrance Door Shop Drawing Approval Checklist

Use this one-page control sheet before approving a custom pivot, hinged, double, armored or finish-led entrance package. It is designed for architects, consultants, contractors, importers and project procurement teams.

Project	Location	Door mark / type
Drawing no. + revision	Reviewed by	Date

1 SCOPE IDENTITY AND GEOMETRY ☐ Door mark matches the latest schedule and architectural set ☐ Elevation, plan and available section use the same revision ☐ Finished opening width, height and floor levels are recorded ☐ Handing, active leaf, clear passage and pivot / hinge line are shown ☐ Sidelights, fixed panels, transom, glazing and frame divisions are defined	2 SITE AND ENVELOPE INTERFACES ☐ Wall, facade and floor build-ups are coordinated ☐ Threshold, finished floor level, drainage and weather exposure are reviewed ☐ Anchor zones and supporting structure are identified by the project team ☐ Canopy, exterior orientation and adjacent materials are recorded ☐ Site measurement, local delivery and installation responsibility are assigned
3 HARDWARE AND ACCESS CONTROL ☐ Pivot / hinge system, handle, lock, cylinder and closer are scheduled ☐ Hardware locations and service clearances are dimensioned ☐ Reader, door contact, request-to-exit and emergency behavior are defined ☐ Voltage, power supply, cable route and door transfer are coordinated ☐ Local access-control integrator and commissioning party are identified	4 FINISH, EVIDENCE AND RELEASE ☐ Finish reference and physical sample route are agreed ☐ Tone, texture, sheen, grain direction, joints and edge treatment are recorded ☐ Named standards, target values and evidence expectations are explicit ☐ Inspection records, labels, packing and shipping handoff are defined ☐ Open comments, assumptions, approval status and production release are signed

PRODUCTION RELEASE GATE Do not release production until the current revision, final dimensions, hardware data, finish approval, responsibility split, open comments and required evidence have been accepted in writing.	RESPONSIBILITY BOUNDARY Dooream coordinates manufacturing information from approved project inputs. Local code, structure, weatherproofing, site verification, import, inland delivery and installation remain with appointed local parties unless expressly included in writing.
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SEND THE CURRENT DRAWING SET FOR REVIEW | dooream.com/custom-entrance-door-shop-drawing-approval-checklist/