

# Know the finding. Define the work.

A practical worksheet for a residential knob-and-tube assessment or quote comparison.

Use reports and records you already have. Do not touch wiring, remove covers or enter an unsafe space to fill in this sheet.

Property / municipality:

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Building type and occupied rooms:

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What prompted the inquiry? Inspection, insurance, renovation or another finding:

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## Gather what is already available

- ☐ Inspection wording and any existing electrical permits or completion records.
- ☐ The insurer's exact written request, if insurance prompted the work.
- ☐ Planned renovation drawings and the rooms that will remain finished.
- ☐ Access permissions for apartments, shared areas or association-controlled space.

## Separate facts from unanswered questions

Rooms or circuits named in the report:

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Areas not inspected, concealed routes or other unknowns:

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Ask the contractor how active and abandoned wiring will be distinguished and what the agreed assessment can establish. A newer panel does not establish that old branch wiring has been replaced.

# Put the scope in writing.

Compare what each proposal includes, what remains and who handles the next task.

For each proposal, write Included, Separate or Not stated. The useful comparison is the same completion point, not the lowest headline total.

| PART OF THE SCOPE                            | PROPOSAL A | PROPOSAL B |
|----------------------------------------------|------------|------------|
| Rooms and circuits being replaced            |            |            |
| Old wiring left in place and its status      |            |            |
| Openings and protection of existing finishes |            |            |
| Patching, finish matching and painting       |            |            |
| Panel work, if required for the agreed scope |            |            |
| Permit and inspection responsibilities       |            |            |
| Planned power interruptions and access       |            |            |
| Concealed conditions and change approval     |            |            |
| Completion records and exclusions            |            |            |

## Before authorizing the work

- ☐ Confirm the responsible permit authority for this property address. Chicago requirements do not automatically apply in a separate municipality.
- ☐ Ask what document will describe the completed scope and any old wiring that remains. An insurer decides whether those records meet its request.

Question to resolve before comparing or accepting the proposal:

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