

Paint selection

One record for one room and surface. Leave unknown paint values blank.

Project nickname	Revision date
Record ID (unique)	Room / area
Surface and location (identify an accent wall or door face)	
Manufacturer	Product line
Color name	Color code (keep leading zeros)
Exact sheen name	Status: Proposed / Confirmed / Replaced
Sample record: type/product, location, lighting, check date and decision	
Change notes: previous ID, change made, date and person who agreed	

A color sample does not confirm the final product or sheen. Confirm the full selection.
If a choice changes, keep the old sheet and mark it Replaced. Use a new ID for the new choice.
Keep only one Confirmed selection for this surface. Save the current dated revision.
This form records choices. Keep work dates and the order of work in a separate calendar.

Paint actually used

Copy the paint label. Keep actual details separate from the planned selection.

Project nickname	Selection ID (same as the selection page)
Room / area	Surface and location
Actual manufacturer	Actual product line
Actual color name	Actual color code
Actual sheen name	Label photo filename / storage reference
Base / tint formula (copy available label information)	
Primer used	Finish coat count (if known)
Application date	Leftover paint location
Final status: Not applied / Applied / Record incomplete	
Final notes: differences from the plan, missing details and agreed changes	

Leave unknown details blank. Use Record incomplete when the final record has missing details.
Keep this sheet, its selection page, and the container label or label photo together.
A paint record helps with a later repair. It cannot guarantee a touch-up match.