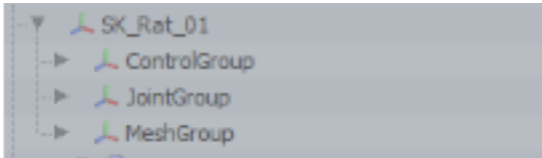# 3D Asset Delivery Checklist

1) **Is the mesh clean?**
   Check for: Clean topology, Double vertices, Broken edges, Inverted faces, etc.

2) **Is the pivot and mesh location correct?**
   Often this should be at the scene center, bottom center of an object, or rotation point for animation.

3) **Are the Transform, Rotate & Scale values correct?**
   Reset your transform values. Don't freeze them so the values read 0, but it's actually not.

4) **Is the scale correct?**
   Check scene and object scale. Confirm correct exporting scale.

5) **Is the normal smoothing correct?**
   Especially important when baking normal maps. Use Weighted Vertex Normals.
   Changes these afterwards will break your normal maps.

6) **Are the UV channels correct?**
   Check and clean up the UV channel list.

7) **Are the materials correctly assigned?**
   Check the material list, material assignment and material names.

8) **Is the naming correct?**
   a) Meshes: SM_ / SK_ObjectName_01a
   b) Materials: M_MaterialName_01a
   c) Joints: J_BoneName_01a
   d) Animations: A_AnimationName_01a
   e) Textures: T_TextureName_01a_C, _M, _R, _N

9) **Is the hierarchy correct?**
   Correct root groups, skeleton hierarchy, rigging, etc. A common example:

10) **Are the animations correct?**
    Check for: Correct FPS (30), No animations on root object, Correct curves, Correct looping.

11) **Correct timeline frame length and/or animation tracks?**
    Check for: Correct track/clip amount and naming, Correct time line length per track/clip.

12) **Check correct export settings**
    Check for: What to export, Export unit scale, Format version, Animations & bake/sample rate.

13) **Re-import your model to see if it exported correctly**