

Window and Door Survey

A window and door survey: each opening with its room, elevation, measurements, existing and new style, glazing, safety glass, escape window sizes and trickle vents, plus photos inside and out.

1. Property

Project

Client

Site *

Site address

Survey date *

Time

Surveyed by *

Property type (choose one)

- ☐ Detached house
- ☐ Semi-detached house
- ☐ Terraced house
- ☐ Bungalow
- ☐ Flat
- ☐ Commercial building
- ☐ Other

Age of the property (choose one)

- ☐ Before 1919
- ☐ 1919 to 1944
- ☐ 1945 to 1979
- ☐ 1980 to 1999
- ☐ 2000 or later
- ☐ Not known

Is the building listed or in a conservation area?

- ☐ Yes ☐ No

If applicable: Listed buildings and conservation areas often need consent for new windows or doors. Check with the local planning authority before ordering.

Building Regulations (England). Approved Document L sets a limiting U-value of 1.4 W/m²K, or Window Energy Rating band B, for replacement windows in existing homes. Approved Document B says the work should comply with Parts K and L and leave the building no worse than before for means of escape, and Approved Document F says ventilation should be no worse than before. Installers registered with a competent person scheme such as FENSA or Certass can self-certify the work, so building control does not need to be told separately.

Walk Cam: window and door survey

Walk Cam video walk-through: available in the SiteSurvey app only.

2. Windows and doors

Rooms (copy this block for each one)

Room *

Windows and doors in this room (copy this block for each one)

Reference (for example W1 or D1) *

Elevation (choose one)

☐ Front ☐ Rear ☐ Left side ☐ Right side

Opening * (choose one)

☐ Window ☐ Door ☐ Patio, French or bifold door ☐ Roof window

Existing frame material (choose one)

☐ uPVC ☐ Timber ☐ Aluminium ☐ Steel ☐ Composite

Existing condition (choose one)

☐ Good ☐ Fair ☐ Poor ☐ Failed

Replacement priority (choose one)

☐ Urgent: failed, unsafe or not secure ☐ Normal ☐ Can wait

Measured as (choose one)

- ☐ Structural opening (brick to brick)
☐ Existing frame size
☐ Finished size to order
☐ Estimate from a photo (check with a tape before ordering)

Width (mm) *

Tape or laser for sizes to order. For a quote you can also measure from a photo taken square on, with a door or an A4 sheet in the same plane as the reference: it is rounded to 10 mm, so check it with a tape before ordering.

Height (mm) *

Opening area (m²) (if applicable; worked out automatically in the app)

New style (choose one)

- ☐ Casement
☐ Tilt and turn
☐ Sliding sash
☐ Fixed
☐ Bay
☐ Bow
☐ Composite door
☐ French doors
☐ Bifold doors
☐ Sliding patio door
☐ Roof window

New frame material (choose one)

☐ uPVC ☐ Aluminium ☐ Timber ☐ Composite

Colour inside and outside

Glazing (choose one)

☐ Double ☐ Triple

Obscure glass needed?

☐ Yes ☐ No

Is any glazing within 800 mm of the floor, or within 1500 mm of the floor in a door or in a side panel within 300 mm of a door?

☐ Yes ☐ No

If applicable: Critical location. Approved Document K says glazing here should break safely (safety glazing tested to BS EN 12600), resist impact without breaking, be in small panes, or be permanently protected.

Must this window provide an escape route (for example a habitable room on the first floor)? (if applicable)

☐ Yes ☐ No

Clear opening width when open (mm) (if applicable)

Clear opening height when open (mm) (if applicable)

Floor to bottom of the opening (mm) (if applicable)

Clear opening area (m²) (if applicable; worked out automatically in the app)

If applicable: Below the escape window size in Approved Document B: an unobstructed openable area of at least 0.33 m², at least 450 mm wide and 450 mm high, with the bottom no more than 1100 mm above the floor. A replacement for a window big enough for escape should give at least the same potential for escape, or at least this minimum if the old one was larger.

Does the existing window have trickle vents? (if applicable)

☐ Yes ☐ No

If applicable: Approved Document F: the replacement should have trickle vents (background ventilators) no smaller than the existing ones, controllable by the occupant or automatically.

If applicable: Approved Document F: replacing windows makes a home more airtight, so ventilation must be no worse than before. One way is trickle vents in the new windows of at least 8000 mm² equivalent area in habitable rooms and kitchens, and 4000 mm² in bathrooms.

Cill, internal finish and making good

Photo from inside (photos: attach, or note the file names)

Photo from outside (photos: attach, or note the file names)

This room: windows and doors (worked out automatically in the app)

This room: windows (worked out automatically in the app)

This room: opening area (m²) (worked out automatically in the app)

This room: urgent (worked out automatically in the app)

This room: normal (worked out automatically in the app)

This room: can wait (worked out automatically in the app)

This room: poor or failed (worked out automatically in the app)

This room: safety glazing locations (worked out automatically in the app)

This room: escape windows below the minimum (worked out automatically in the app)

Windows and doors (worked out automatically in the app)

Windows (worked out automatically in the app)

Doors and other openings (worked out automatically in the app)

Total opening area (m²) (worked out automatically in the app)

Urgent (worked out automatically in the app)

Normal (worked out automatically in the app)

Can wait (worked out automatically in the app)

In poor or failed condition (worked out automatically in the app)

Openings needing safety glazing (worked out automatically in the app)

Escape windows below the minimum (worked out automatically in the app)

If applicable: Escape windows below the minimum. At least one window that must provide an escape route has a clear opening below the Approved Document B size. Plan the new window to give at least the same, or the minimum, before ordering.

If applicable: Urgent openings. Some windows or doors are failed, unsafe or not secure. Agree with the customer whether they go first or need a temporary repair.

3. Access and fitting

Access needed (tick all that apply)

☐ Ladder ☐ Tower ☐ Scaffold ☐ None ☐ Other: _____

Is there parking for the fitting van?

☐ Yes ☐ No

Things to plan for (tick all that apply)

- ☐ Furniture to move
- ☐ Blinds or curtains to remove
- ☐ Alarm contacts on frames
- ☐ Possible asbestos panels
- ☐ Narrow access
- ☐ None

Notes for the fitters

4. Actions and sign-off

Are further actions needed?

☐ Yes ☐ No

Further actions (copy this block for each one; if applicable)

What needs doing? *

Who will do it?

Due date

Status (choose one)

☐ Open ☐ In progress ☐ Completed

Inspector name *

Position or company

Inspector signature

Signing records what was found on the day. It does not make unsafe equipment safe or replace a thorough examination, design check or service by a competent person.