SITE survey. APP

SITE SURVEY REPORT

Window and Door Survey

Prepared for	Mr and Mrs Patel
Date	16 Oct 2026
Site	18 Elm Grove, Chester
Prepared by	J. Carter

FORM

Window and Door Survey

1. Property

Project	18 Elm Grove, Chester: replacement windows and back door (completed example)
Client	Mr and Mrs Patel
Site	18 Elm Grove
Site address	18 Elm Grove, Chester
Survey date	16 Oct 2026
Surveyed by	J. Carter
Property type	Semi-detached house
Age of the property	1945 to 1979
Is the building listed or in a conservation area?	No

> 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.

2. Windows and doors

Rooms 1: Front bedroom (first floor)

Room	Front bedroom (first floor)

Windows and doors in this room 1: W1

Reference (for example W1 or D1)	W1
Elevation	Front
Opening	Window
Existing frame material	Timber
Existing condition	Poor

Replacement priority	Normal
Measured as	Structural opening (brick to brick)
Width (mm)	1760
Height (mm)	1200
Opening area (m²)	2.11
New style	Casement
New frame material	uPVC
Colour inside and outside	White inside and out
Glazing	Double
Obscure glass needed?	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?	No
Must this window provide an escape route (for example a habitable room on the first floor)?	Yes
Clear opening width when open (mm)	500
Clear opening height when open (mm)	1050
Floor to bottom of the opening (mm)	850
Clear opening area (m²)	0.53
Does the existing window have trickle vents?	Yes

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

Cill, internal finish and making good	Replace the internal cill board and make good the plaster to the reveals.

Photo from inside



This room: windows and doors	1
This room: windows	1
This room: opening area (m²)	2.11
This room: urgent	0
This room: normal	1
This room: can wait	0
This room: poor or failed	1
This room: safety glazing locations	0
This room: escape windows below the minimum	0

Rooms 2: Bathroom (first floor)

Room	Bathroom (first floor)

Windows and doors in this room 1: W2

Reference (for example W1 or D1)	W2
Elevation	Rear
Opening	Window
Existing frame material	Timber
Existing condition	Fair
Replacement priority	Normal

Measured as	Structural opening (brick to brick)
Width (mm)	600
Height (mm)	900
Opening area (m²)	0.54
New style	Casement
New frame material	uPVC
Colour inside and outside	White inside and out
Glazing	Double
Obscure glass needed?	Yes
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?	No
Must this window provide an escape route (for example a habitable room on the first floor)?	No
Does the existing window have trickle vents?	No

> 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	No trickle vent now: fit a 4000 mm² vent in the new frame.
This room: windows and doors	1
This room: windows	1
This room: opening area (m²)	0.54
This room: urgent	0
This room: normal	1
This room: can wait	0
This room: poor or failed	0
This room: safety glazing locations	0
This room: escape windows below the minimum	0

Rooms 3: Living room

Room	Living room

Windows and doors in this room 1: W4

Reference (for example W1 or D1)	W4
Elevation	Front
Opening	Window
Existing frame material	uPVC
Existing condition	Fair
Replacement priority	Can wait
Measured as	Existing frame size
Width (mm)	2390
Height (mm)	1190
Opening area (m^2)	2.84
New style	Casement
New frame material	uPVC
Colour inside and outside	White inside and out
Glazing	Double
Obscure glass needed?	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?	No
Must this window provide an escape route (for example a habitable room on the first floor)?	No
Does the existing window have trickle vents?	Yes

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

Cill, internal finish and making good	Fitted about 2004 and working. Customer may leave it until next year.
This room: windows and doors	1
This room: windows	1

This room: opening area (m²)	2.84
This room: urgent	0
This room: normal	0
This room: can wait	1
This room: poor or failed	0
This room: safety glazing locations	0
This room: escape windows below the minimum	0

Rooms 4: Kitchen

Room	Kitchen

Windows and doors in this room 1: W3

Reference (for example W1 or D1)	W3
Elevation	Rear
Opening	Window
Existing frame material	Timber
Existing condition	Failed
Replacement priority	Urgent: failed, unsafe or not secure
Measured as	Estimate from a photo (check with a tape before ordering)
Width (mm)	1300

Width (mm): measuring photo



Height (mm)	1200

Height (mm): measuring photo



Opening area (m²)	1.56
New style	Casement
New frame material	uPVC
Colour inside and outside	White inside and out
Glazing	Double
Obscure glass needed?	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?	No
Must this window provide an escape route (for example a habitable room on the first floor)?	No
Does the existing window have trickle vents?	No

> 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	Bottom rail and sill rotten through; opener will not close. Measured from the photo for the quote: tape it on the fitting visit before ordering.

Photo from outside



Windows and doors in this room 2: D1

Reference (for example W1 or D1)	D1
Elevation	Rear
Opening	Door
Existing frame material	Timber
Existing condition	Poor
Replacement priority	Urgent: failed, unsafe or not secure
Measured as	Structural opening (brick to brick)
Width (mm)	920
Height (mm)	2080
Opening area (m^2)	1.91
New style	Composite door
New frame material	Composite
Colour inside and outside	Anthracite outside, white inside
Glazing	Double
Obscure glass needed?	Yes
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

> 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.

Cill, internal finish and making good	Lock keep split; the door is held shut with a bolt. New threshold and making good to the step.

Photo from outside



This room: windows and doors	2
This room: windows	1
This room: opening area (m²)	3.47
This room: urgent	2
This room: normal	0
This room: can wait	0
This room: poor or failed	2
This room: safety glazing locations	1
This room: escape windows below the minimum	0

Totals for the quote

Windows and doors	5
Windows	4
Doors and other openings	1
Total opening area (m²)	8.97
Urgent	2

Normal	2
Can wait	1
In poor or failed condition	3
Openings needing safety glazing	1
Escape windows below the minimum	0

> 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	Ladder
Is there parking for the fitting van?	Yes
Things to plan for	Furniture to move, Blinds or curtains to remove
Notes for the fitters	Kitchen window and back door first: the door is not secure. Customer works from home in the front bedroom, so fit W1 on day one of the second visit.

4. Actions and sign-off

Are further actions needed?	Yes

Further actions 1: Tape W3 on the fitting visit before the frame is ordered (photo estimate used for the quote).

What needs doing?	Tape W3 on the fitting visit before the frame is ordered (photo estimate used for the quote).
Who will do it?	J. Carter
Due date	21 Oct 2026
Status	Open

Further actions 2: Temporary hasp on the back door until the new door is fitted.

What needs doing?	Temporary hasp on the back door until the new door is fitted.
Who will do it?	Customer
Due date	17 Oct 2026
Status	Completed
Inspector name	J. Carter

Position or company	Surveyor, Carter Windows (FENSA registered)
Inspector signature	

Signing records what was found on the day. It does not replace a specialist survey, test or repair by a competent person.