

Window No.	Dimensions: W x H mm	Frame Material: Hardwood (HW) Softwood (SW) Metal (M) uPVC (uPVC)	Paint System: Oil (O) Stain / Varnish (St) Paint (Pt) None (N)	Glazing: Single Glazed (SG) Double Glazed (DG) Triple Glazed (TG) Clear (C) Obscure (Ob) Georgian Wire (GW) Polycarb (PC)	Ironmongery: General (Brass/ Painted/ Silver) Lifting Rings (LR) Simplex Hinges (SH)	Operation: Sash and Case (S&C) Side Hung (SH) Top Hung (TH) Bottom Hung (BH) Inward opening (IO) Outward opening (OO) Tilt and Turn (TT) Unopenable (UO) Fixed Light (FL) Pivot (P) Paint bound (PB)	Internal Shutters / Panelling: Internal shutters (IS) Operational (O) Un-operational (UO)	Window Frame/Cill Condition: Upper Sash: (US) Lower Sash: (LS) Cill: (C) Sand Mastic: (SM) .	Recommendations: For all sash and case windows carry out the following: <ul style="list-style-type: none"> Remove window and remove sashes from frame Remove ironmongery Remove excess and defective paint Replace cills Make timber repairs where necessary (allow 10%) Re-glaze top and bottom sashes with Slimlite units, enlarging checks where necessary, and reglaze Re-putty Re-cord and rebalance Install draught stripping Repaint, with additional coat to cills. Fit 2 no brass sash lifts, heavy duty pulley wheels, brass fitch fastener locks, sash weeks stops, simplex fittings and parting beads Refit window Seal with burnt sand mastic. Allow for minor plaster repairs internally and mastic sealant. Additional repairs noted against individual windows below.
W1 – 01 WT-1	1250W x 2250H	HW	Pt.	SG	Painted, LR, SH.	S&C.	None.	US – Good. LS – Good C – Poor. SM - Poor	Allow for repainting internal cill
W1 – 02 WT-1	1250W x 2250H	HW	Pt.	SG	Painted, LR, SH.	S&C, Upper PB, Lower partial PB.	None.	US – Good LS – Good, putty failing on bottom rail C – Poor SM - Good	Allow for repainting internal cill
W1 – 03 WT-1	1250W x 2250H	HW	Pt.	SG Upper pane cracked and with redundant fan	Painted, LR, SH.	S&C.	None.	US – Good LS – Good C – Poor SM - Good	Allow for repainting internal cill
W1 – 04 WT-1	1250W x 2250H	HW	Pt.	SG	Painted, LR, SH.	S&C. Broken rope to lower sash.	None.	US – Good LS – Good, putty failing on bottom rail C – Good SM - Good	Allow for repainting internal cill
W1 – 05 WT-1	1250W x 2250H	HW	Pt.	SG	Painted, LR, SH.	S&C.	None.	US – Good LS – Good, putty failing on bottom rail C – Poor SM - Good	Allow for repainting internal cill
W1 – 06 WT-1	1250W x 2250H	HW	Pt.	SG Lower pane loose	Painted, LR, SH.	S&C Upper sash screwed shut.	None.	US – Good LS – Poor, putty failing on bottom rail C – Poor SM - Good	Allow for repainting internal cill

W1 – 07 WT-1	1250W x 2250H	HW	Pt.	SG	Painted, LR, SH.	S&C.	None.	US – Good LS – Good C – Poor, putty failing on bottom rail SM – Poor Evidence of water ingress to ingo, rhs internally	Allow for repainting internal cill
W1 – 08 WT-2	1200W x 2400H Dropped bulkhead behind upper sash.	HW.	Pt.	SG	Painted, LR.	S&C.	IS, O Shutters restricted by venetian blinds.	US – Excellent LS – Good C – Poor SM - Poor	Allow for repainting internal cill, head panel and shutters
W2 – 01 WT-2	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH. 1 lifting ring broken	S&C.	IS, UO	US – Excellent LS – Good C – Poor SM - Poor	Ease shutters to allow operation Allow for repainting internal cill, head panel and shutters
W2 – 02 WT-1	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C.	IS, UO	US – Good LS – Good C – Poor SM – Poor	Ease shutters to allow operation Allow for repainting internal cill, head panel and shutters
W2 – 03 WT-1	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C.	IS, O Shutters trapped by cill height.	US – Good LS – Good C – Poor SM - Good	Ease shutters to allow operation. Allow for repainting internal cill, head panel and shutters
W2 – 04 WT-1	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C.	IS, O. Shutters trapped by cill height.	US – Good LS – Good C – Poor SM - Good	Ease shutters to allow operation. Allow for repainting internal cill, head panel and shutters
W2 – 05 WT-1	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C. Both sashes PB	IS, UO	US – Good LS – Poor, bead on lower sash detached. C – Poor SM - Poor	Replace bottom bead and rail to lower sash Ease shutters to allow operation Allow for repainting internal cill, head panel and shutters
W2 – 06 WT-1	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C. Upper sash screwed shut.	IS, UO	US – Good LS – Good C – Poor SM - Poor	Ease shutters to allow operation Allow for repainting internal cill, head panel and shutters
W2 – 07 WT-2	1250W x 1800H	HW.	Pt.	SG	Painted, LR, SH.	S&C. Upper sash screwed shut.	IS, O. Shutters trapped by cill height.	US – Good, putty missing from bottom rail LS – Good C – Poor SM - Good	Ease shutters to allow operation. Allow for repainting internal cill, head panel and shutters
W2 – 08 WT-2	1150W x 2000H Sits in front of landing and balusters, access restricted	HW.	Pt.	SG	Painted, LR.	S&C.	IS, UO	US – Good LS – Good C – Poor SM - Good	Ease shutters to allow operation Allow for repainting internal cill, head panel and shutters
W2 – 09 WT-2	1170W x 1950H	HW.	Pt.	SG	Brass, LR, SH.	S&C.	None.	US – Excellent LS – Excellent C – Good SM - Good	Allow for repainting internal cill
W2 – 10 WT-2	1170W x 1950H	HW.	Pt.	SG Small crack to lower pane	Brass, LR, SH.	S&C.	None.	US – Excellent LS – Excellent C – Good SM - Good	Allow for repainting internal cill

W2 – 11 WT-2	1170W x 1950H	HW.	Pt.	SG	Brass, LR, SH.	S&C.	None.	US – Excellent LS – Excellent C – Good SM - Good	Allow for repainting internal cill
W2 – 12 WT-2	1300W x 1800H	HW.	Pt.	SG	Brass, LR, SH.	S&C.	None.	US – Excellent LS – Excellent C – Good SM - Good	Allow for repainting internal cill
W2 – 13 WT-2	1250W x 1800H	HW.	Pt.	SG	Brass, LR, SH.	S&C.	None.	US – Excellent LS – Excellent C – Good SM - Good	Allow for repainting internal cill
W3 – 01 WT-3	560W x 950H 1000W x 1250H 560W x 950H	HW.	Pt.	SG	Brass, LR, SH.	S&C, FL to either side.	None.	Sash and case: US – Excellent, bead missing. LS – Excellent C – Poor SM – Poor Fixed lights: US – Good. LS – Poor C – Poor SM – Poor	Replace missing bead Allow for repainting internal cill Make repairs to fixed lights where necessary and paint.
W3 – 02 WT-4	1850W x 1500H UNSURVEYED – assumed as W3-02								Allow for repainting internal cill Make repairs to central mullion
W3 – 03 WT-4	1850W x 1500H	HW.	Pt.	SG	Silver.	SH. (Roof access) FL Operation unchecked but Client noted issues.	None.	US – Good. LS – Poor, rotten cill and mullion base. C – Poor SM – No access to inspect	Allow for repainting internal cill Make repairs to central mullion Make repairs where necessary and paint.

Additional Notes: -