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Inspect curtain wall cover caps and finish alignment guide

Inspect curtain wall cover caps and external finish alignment with an interactive checklist that’s commentable and export as PDF/Excel, ensuring documented tolerances, photos, and reliable façade quality.

Project:
Date:
Filled by:

Pre-Inspection Preparation	
1	Confirm latest approved drawings, mock-up acceptance, and access/safety readiness.
2	Verify you have calibrated tools: 2 m straightedge, digital level/inclinometer, steel ruler, feeler gauges, torque wrench, coating thickness gauge; record serials/calibration dates with photos.
3	Review approved project specifications and authority requirements; highlight tolerances for reveals, offsets, joint widths, finishes; attach marked-up excerpt to the checklist.

Cover Cap Condition and Fit	
4	Check each cover cap for dents, scratches, or bow under ≥500 lx light; acceptance: no visible damage at 1 m; attach close-up photos if defects found.
5	Measure coating/anodizing thickness with a portable gauge; acceptance: readings meet approved specification; log five readings per cap length and attach screenshots.
6	Dry-fit cap on mullion/transom; confirm full snap engagement along length without rocking; acceptance: uniform seating; record a photo showing continuous engagement line.

Alignment and Tolerances	
7	Check cap straightness with a 2 m straightedge; acceptance: maximum gap ≤ 2 mm; photograph straightedge contact and note worst-gap measurement.
8	Verify vertical plumb of mullion caps over 2 m using a digital level; acceptance: deviation ≤ 2 mm; attach device screenshot showing reading and location.
9	Verify horizontal level of transom caps with a digital level; acceptance: deviation ≤ 2 mm over 2 m; capture reading and grid reference photo.
10	Measure joint width between consecutive caps using feeler gauges; acceptance: uniformity within ±2 mm of design width; record three readings per joint and a close-up photo.
11	Check flushness/offset between cap face and adjacent finish using a steel ruler/feeler gauge; acceptance: offset within ±2 mm and step ≤ 1 mm; document with side-profile photo.

Fasteners and Sealants	
12	Confirm fastener type, material, and spacing against approved submittals; acceptance: correct grade and spacing; photo each fastener row and tag heat/lot numbers where available.
13	Torque-test accessible fasteners with a calibrated wrench; acceptance: within manufacturer’s range; log torque values at three locations per cap and attach readings.
14	Inspect pressure plate gaskets/seals behind caps for continuity and correct compression; acceptance: unbroken, seated, no twists; provide end-to-end photos.
15	Check sealant at cap terminations/butt joints for proper backer size, tooling, and adhesion; acceptance: profile per drawing, no voids; attach bead photos and sealant batch/expiry labels.

Interfaces with Adjacent Finishes	
16	Verify alignment to adjacent stone/metal/EIFS reveals at corners and intersections; acceptance: continuous shadow line, no lippage; provide wide-angle and close-up photos.
17	Confirm weep/vent paths near caps are clear; acceptance: no sealant blockages or debris; photo open weeps with a probe showing pass-through.
18	Check thermal break continuity at interfaces; acceptance: no exposed metal bridges; include photo evidence and note location on elevation.

Documentation and Handover	
19	Verify color/gloss consistency under daylight (D65) using an approved control sample; acceptance: visual match to mock-up; attach comparison photos.
20	Compile as-built photos with measuring tools visible, record measurements, batch numbers, and digital signatures; export PDF/Excel and secure with QR code for traceability.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Inspect curtain wall cover caps and external finish alignment is a focused quality-control activity ensuring cover trims sit true, plumb, and level, and that their interfaces with adjacent cladding, stone, or metal panels are consistently flush. This checklist targets mullion and transom snap-on caps, pressure-plate covers, and façade trim alignment relative to design reveals and jointing. By systematically checking fit, straightness, joint uniformity, sealant termination, and color consistency against approved drawings and mock-ups, teams prevent water ingress, rattling, galvanic issues, and visible steps that cause punch-list churn. Clear tolerances, methodical measurement with a 2 m straightedge, digital level, and feeler gauges, plus confirmation of fastener torque and gasket continuity, deliver durable, clean-lined façades. The outcome is a verifiable record that withstands reviews and protects schedule and budget while meeting approved project specifications and authority requirements. Use this interactive checklist to tick items, add comments, attach photos, and instantly export to PDF/Excel with a secure QR link.	1. Preparation: Assemble calibrated tools (2 m straightedge, digital level, feeler gauges, torque wrench, coating gauge), confirm safe access, and open approved drawings, mock-up photos, and specifications. 2. Start Interactive Mode: Open the checklist on your device, select elevation/bay, and enable geotagging/time-stamps for all photos and measurement screenshots. 3. Capture Evidence: Tick items as you go, attach photos showing tools in position, enter readings, and note lot/batch numbers and locations. 4. Collaborate: Use comments to flag deviations, request clarifications, or assign corrective actions to installers and QA reviewers in real time. 5. Export: Generate a PDF/Excel report grouped by grid/bay with embedded images and a QR code for traceability and quick field verification. 6. Sign-Off: Collect digital signatures from installer, QA, and consultant; archive the report in the project CDE per approved project specifications and authority requirements.