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Inspect sill flashings, end dams, and drip details guide

Inspect sill flashings, end dams, and drip details with our interactive checklist—commentable steps, verified on-site, and export as PDF/Excel for compliant records and approvals.

Project:	
Date:	
Filled by:	

Pre-Inspection & Conditions	
1	Verify opening dimensions against drawings; ensure 5–10 mm clearance for shims/drainage. Tool: steel tape. Acceptance: within ±3 mm of design. Evidence: recorded measurements and overview photo.
2	Confirm WRB continuity around the opening; patch tears/holes per approved project specifications and authority requirements. Acceptance: no unsealed penetrations or holes >3 mm. Evidence: close-up photos of repairs.
3	Check substrate moisture before adhesion. Tool: moisture meter. Acceptance: <15% or per manufacturer. Weather: ambient ≥5 °C, no rain on substrate. Evidence: logged readings and weather note.
4	Verify rough sill slope to exterior. Tool: digital level. Acceptance: ≥2% (1:50) toward exterior. Evidence: level reading photo and recorded value.
5	Ensure no unsealed fasteners/penetrations within 50 mm of interior upturn zone. Acceptance: none present or sealed. Evidence: annotated close-up photos.

Materials & Compatibility	
6	Confirm flashing type/thickness per submittals (e.g., 1.0 mm self-adhered butyl/EPDM or 0.6 mm metal). Acceptance: matches approved product. Evidence: product labels, lot numbers, and SDS photos.
7	Verify primer/adhesive compatibility with substrate and membrane using manufacturer matrix. Acceptance: no bitumen/plasticizer conflicts. Evidence: compatibility sheet and label photos.
8	Check end dams/corners on hand (prefabricated or field-fabricated). Acceptance: ≥0.6 mm metal or ≥1.5 mm polymer, clean and undamaged. Evidence: quantity log and photos.
9	Confirm stainless termination bars/fasteners with neoprene washers. Acceptance: corrosion-resistant grade A2/A4. Evidence: certificates/photos of packaging.
10	Verify sealant (low-modulus, neutral cure) and backer rod sizes. Acceptance: unexpired; backer rod 25% larger than joint. Evidence: batch numbers and size markings.

Substrate Prep & Slope	
11	Clean substrate: remove dust, laitance, and oils using brush, vacuum, and solvent wipe as specified. Acceptance: visibly clean, dry, no standing water. Evidence: before/after photos.
12	Repair voids >5 mm with non-shrink mortar; grind protrusions >2 mm. Acceptance: smooth, flush plane. Evidence: repair product data and close-up photos.
13	Prime porous substrates uniformly. Acceptance: continuous film at TDS wet film thickness (~0.2–0.3 mm) and tack-dry per manufacturer. Evidence: WFT reading (if measured) and timestamped photos.
14	Install interior backdam/upturn backing to achieve ≥100 mm height. Method: mechanical fixings. Acceptance: straight, continuous. Evidence: measurement photo.

Sill Flashing Installation	
15	Precut sill membrane to extend 200 mm up each jamb and 50 mm beyond exterior face. Acceptance: correct fit without stretching. Evidence: dry-fit photo.
16	Adhere membrane from interior to exterior; roll with 50–75 mm hand roller. Acceptance: no wrinkles/fishmouths; uniform adhesion. Evidence: 90° peel check per manufacturer and photo.
17	Create interior backdam sealant fillet along the upturn. Acceptance: continuous, void-free bead. Evidence: close-up photo and cure/start time noted.
18	Form shingle laps at joints; side/end laps ≥100 mm; seal with compatible tape/mastic. Acceptance: fully bonded laps. Evidence: detailed lap photos.
19	Integrate with WRB so upper layers overlap sill flashing ≥100 mm, shedding water outward. Acceptance: correct water path. Evidence: sequence photos.

End Dams, Corners & Terminations	
20	Install end dams tight into jambs, rising ≥25 mm above sill plane; seal three sides. Acceptance: watertight fit, no gaps. Evidence: close-up photos.
21	Reinforce inside/outside corners with preformed corners or two-layer patches, 75 mm overlap each side. Acceptance: no fishmouths or bridging. Evidence: corner photos.
22	Terminate exterior edge with termination bar or hemmed metal edge; fasteners ≤150 mm centres, ≥12 mm from edge; seal edge. Acceptance: tight, continuous seal. Evidence: fastener spacing photo.
23	Verify finished sill slope to exterior. Tool: digital inclinometer. Acceptance: ≥6° outward across full width. Evidence: readings at both thirds with photos.
24	Isolate dissimilar metals at terminations using non-conductive separators. Acceptance: full coverage under bars/edges. Evidence: installation photo.

Drip Edge, Weeps & Documentation	
25	Install drip edge projecting 10–15 mm with 6–10 mm hem; ensure no reverse slope. Acceptance: straight and true. Evidence: stringline and close-up photos.
26	Form continuous drip groove ≥3 mm deep, set ≥6 mm back from face. Acceptance: uninterrupted groove. Evidence: macro photo along length.
27	Provide weep holes/vents at 400–600 mm centres; keep pathways clear; install insect baffles if specified. Acceptance: free drainage. Evidence: interior/exterior photos.
28	Perform controlled water test: 3–5 L/min at sill for 10 min; monitor interior. Acceptance: no leaks or dampness. Evidence: test log, video, photos.
29	Seal cladding-to-sill joint, 10–12 mm width; tool concave; use backer rod 25% oversize. Acceptance: adhesion both sides. Evidence: bead photos and batch records.
30	Compile as-built record: photos, lot numbers, peel checks, water-test results, approvals. Acceptance: package complete and signed. Evidence: digital sign-off and QR-linked archive.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Inspect sill flashings, end dams, and drip details with a focused, field-ready process that prevents hidden moisture intrusion and early facade failures. This checklist targets window and door sill flashing assemblies, including through-wall flashing, end dam terminations, drip edges, and weep details—not head or jamb-only systems. You will confirm substrate preparation, slope to exterior, membrane lapping, corner reinforcement, and the integration of sill flashings with weather-resistive barriers and claddings. It helps teams catch typical risks such as reverse laps, missing end dams, incompatible sealants, clogged weeps, and inadequate drip projections that allow capillary return. The result is durable, repeatable performance with clear acceptance cues, photos, and sign-offs suitable for quality assurance and turnover packages. Use this interactive, commentable workflow to tick steps on-site, attach readings and images, and export as PDF or Excel with a QR for authentication and easy sharing with stakeholders.	1. Preparation: Gather drawings, approved submittals, manufacturer TDS, moisture meter, digital level/inclinometer, roller, primer, flashing, end dams, sealant, PPE, and camera. Confirm safe access and dry substrate conditions. 2. Open the checklist and select project, elevation, opening ID, and installer. Preload product data (lot numbers, expiry) to speed documentation. 3. Using the Interactive Checklist: Tick each step as completed, add comments for deviations, and attach photos or readings directly to the item. 4. Capture Evidence: Photograph laps, corners, terminations, drip edges, and weeps. Record slope readings, water-test logs, and peel checks; tag items for quick retrieval. 5. Export & Share: Generate a commentable report and export as PDF/Excel. Use the embedded QR code to validate the latest approved version onsite. 6. Sign-Off: Collect digital signatures from installer, inspector, and superintendent. Archive the package to the project folder for audits and closeout.