

# APPENDIX 3

## SAMPLE WORKSHEETS FOR RESIDENTIAL AIR AND DUCT LEAKAGE TESTING

### APPENDIX 3A Air sealing: Visual inspection option (Section 402.4.2.1) Sample Worksheet

**402.4.2 Air sealing.** Building envelope air tightness shall be demonstrated by Section 402.4.2.1 or 402.4.2.2.

**402.4.2.1 Visual inspection option.** Building envelope tightness shall be considered acceptable when items providing insulation enclosure in Section 402.2.12 and air sealing in Section 402.4.1 are addressed and when the items listed in Table 402.4.2, applicable to the method of construction, are certified by the by the builder, permit holder or registered design professional via the certificate in Appendix 1.1.

**TABLE 402.4.2  
AIR BARRIER INSPECTION**

COMPONENT	CRITERIA
Ceiling/attic	Sealants or gaskets provide a continuous air barrier system joining the top plate of framed walls with either the ceiling drywall or the top edge of wall drywall to prevent air leakage. Top plate penetrations are sealed.  For ceiling finishes that are not air barrier systems such as tongue-and-groove planks, air barrier systems, (for example, taped house wrap), shall be used above the finish  Note: It is acceptable that sealants or gaskets applied as part of the application of the drywall will not be observable by the code official
Walls	Sill plate is gasketed or sealed to subfloor or slab.
Windows and doors	Space between window and exterior door jambs and framing is sealed.
Floors (including above-garage and cantilevered floors)	Air barrier system is installed at any exposed edge of insulation.
Penetrations	Utility penetrations through the building thermal envelope, including those for plumbing, electrical wiring, ductwork, security and fire alarm wiring, and control wiring, shall be sealed.
Garage separation	Air sealing is provided between the garage and conditioned spaces. An air barrier system shall be installed between the ceiling system above the garage and the ceiling system of interior spaces.
Duct boots	Sealing HVAC register boots and return boxes to subfloor or drywall.
Recessed lighting	Recessed light fixtures are air tight, IC rated, and sealed to drywall.  Exception—fixtures not penetrating the building envelope.

Property Address:

---

#### 402.4.2.1 Visual inspection option

The inspection information including tester name, date, and contact shall be included on the certificate described in Section 401.3.

---

Signature

---

Date