



## WINDOW DETAIL WORKSHEET

**THIS FORM MUST BE SIGNED BY APPLICANT AND  
SUBMITTED WITH THE PERMIT APPLICATION**

Property Address: \_\_\_\_\_

Room Name	Type of Unit	Existing Frame Size	New Frame Size	Qty	U-Factor	Tempered

**Instructions:**  
*Type of unit:* Double hung, single hung, casement, awning, French door, sliding patio door, etc.; *Frame size:* Be consistent in measuring technique; *U-factor:* Must be .30 or lower; *Tempered:* Required in hazardous locations (see pg. 3 for info)

I have received, understand and agree that the windows approved by this permit will be installed in accordance with the requirements of the 2018 International Residential Code (IRC) and 2018 International Energy Conservation Code (IECC). Any windows installed that do not meet these code requirements will be removed and replaced with windows that conform and are subject to a follow-up inspection to confirm compliance.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Village Review:**

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_