



# Insulation Installation Checklist (Thermal and Acoustic)

## Pre-Installation Assessment & Planning

Ensuring the site is prepared and the correct materials are selected based on design specifications and site conditions.

### Review Approved Insulation Design & Specifications?

- ☐ Yes
- ☐ No
- ☐ N/A

### Describe Site Conditions (Weather, Accessibility, Existing Structures)

Write something...

### Ambient Temperature (for material handling considerations)

Enter a number...

### Scheduled Start Date for Insulation Installation

Enter date...

**Identify any potential hazards or safety concerns related to the installation?**

Write something...

**Identify required permits and approvals?**

- ☐ Building Permit
- ☐ Fire Safety Approval
- ☐ Environmental Permits
- ☐ None Required

**Upload Insulation Design Drawings/Specifications**

 Upload File

## Material Verification & Handling

Checking delivered insulation materials against specifications and handling them appropriately to prevent damage.

**Material Batch Number**

Enter a number...

**Material Type Confirmed (e.g., Fiberglass, Mineral Wool, Spray Foam)**

- ☐ Fiberglass
- ☐ Mineral Wool
- ☐ Spray Foam
- ☐ Cellulose
- ☐ Other

### Quantity Received (Units)

Enter a number...

### Quantity Required (Units - per drawings)

Enter a number...


### Packaging Condition

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Damaged

### Notes on Packaging/Material Condition (if applicable)

Write something...

### Photo Evidence of Material Condition (if applicable)

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### Storage Location

- ☐ Designated Storage Area
- ☐ Temporary On-Site Storage

## Surface Preparation

Ensuring surfaces to be insulated are clean, dry, and structurally sound.

### Describe Existing Surface Condition

Write something...

### Surface Cleaning Required?

- ☐ Dust Removal
- ☐ Debris Removal
- ☐ Mold/Mildew Treatment
- ☐ Grease/Oil Removal
- ☐ None Required

### Surface Moisture Content (%)

Enter a number...

### Surface Repair Required?

- ☐ Yes
- ☐ No

### Describe any Surface Repairs Performed

Write something...

### Surface Temperature (°C)

Enter a number...

### Surface Levelness (acceptable tolerances met?)

☐ Yes

☐ No

## Insulation Installation - Thermal

Specific steps and checks for thermal insulation installation (e.g., wall cavities, roofs, floors).

### R-Value Achieved (Measured)

Enter a number...

### Insulation Type Installed

☐ Fiberglass Batts

☐ Spray Foam

☐ Cellulose

☐ Rigid Foam Boards

☐ Mineral Wool

☐ Other (Specify)

### Insulation Thickness (inches)

Enter a number...

### Areas Insulated (Check all that apply)

- ☐ Exterior Walls
- ☐ Interior Walls
- ☐ Attic/Roof
- ☐ Floors
- ☐ Basement Walls
- ☐ Crawl Space

### Notes on Installation Challenges/Adjustments

Write something...

### Orientation of Insulation (if applicable)

- ☐ Vertical
- ☐ Horizontal
- ☐ No Orientation

### Density of Insulation (lbs/cubic foot)

Enter a number...

## Insulation Installation - Acoustic

Specific steps and checks for acoustic insulation installation (e.g., soundproofing walls, ceilings, floors).

### Insulation Thickness (mm)

Enter a number...

### Insulation Type (Acoustic)

- ☐ Mineral Wool
- ☐ Cellulose
- ☐ Spray Foam
- ☐ Acoustic Panels
- ☐ Other

### Specific Acoustic Performance Requirements (e.g., STC/ITC ratings)

Write something...

### Areas requiring additional acoustic treatment (Check all that apply)

- ☐ Interior Walls
- ☐ Ceilings
- ☐ Floors
- ☐ HVAC Ducts
- ☐ Media/Home Theater Room
- ☐ None


### Details of Decoupling Methods (if applicable)

Write something...

### Sound Isolation Clips Used (If Applicable)

- ☐ Yes
- ☐ No
- ☐ N/A

### Photos of installed acoustic insulation

 Upload File

## Vapor/Air Barrier Installation (If Applicable)

Proper installation of vapor and air barriers according to code and design.

### Vapor Barrier Required?

☐ Yes

☐ No

### Air Barrier Required?

☐ Yes

☐ No

### Vapor/Air Barrier Material Specification

Write something...

### Vapor Permeance Rating (if applicable)

Enter a number...

### Installation Method Description

Write something...



### Overlap Distance (inches)

Enter a number...

### Seam Treatment Methods Used

- ☐ Taping
- ☐ Seam Sealer
- ☐ Welding
- ☐ None

### Any observed issues during installation?

Write something...

## Sealing & Caulking

Ensuring all gaps and penetrations are sealed to prevent thermal bridging and air leakage.

### Caulk Type Verified Against Specification?

- ☐ Yes
- ☐ No
- ☐ N/A

### Description of areas sealed with caulk (e.g., around windows, doors, penetrations)

Write something...

### Estimated Length of Caulk Used (in meters/feet)

Enter a number...

### Penetrations (pipes, wires) Properly Sealed?

- ☐ Yes
- ☐ No
- ☐ N/A

### Areas where sealant/caulk was applied (check all that apply)

- ☐ Window Frames
- ☐ Door Frames
- ☐ Pipe Penetrations
- ☐ Wire Penetrations
- ☐ Foundation Interface
- ☐ Roof/Ceiling Junction
- ☐ Other (Specify in LONG\_TEXT)

### Details on any areas requiring special sealing techniques (if applicable)

Write something...

### Expansion Joints Sealed/Bridged Appropriately?

- ☐ Yes
- ☐ No
- ☐ N/A

## Quality Control & Inspection

Comprehensive inspection to verify proper installation and adherence to specifications.

**R-Value Verification**

Enter a number...

**Sound Transmission Class (STC) Verification (if applicable)**

Enter a number...

**Visual Inspection - Insulation Coverage**

- ☐ Complete Coverage
- ☐ Minor Gaps Present
- ☐ Significant Gaps Present
- ☐ Compaction Issues


**Detailed Notes on Visual Inspection**

Write something...

**Vapor Barrier Integrity (If Applicable)**

- ☐ Intact and Secure
- ☐ Minor Tears/Damage
- ☐ Significant Damage

**Photographic Evidence (Optional)**

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### Compliance with Project Specifications

- ☐ Fully Compliant
- ☐ Minor Deviations
- ☐ Major Deviations

### Inspector's Name

Write something...

### Inspection Date

Enter date...

## Post-Installation Clean-up & Documentation

Final checks, site clean-up, and record-keeping for future reference.

### General Site Clean-up Notes

Write something...

### Estimated Debris Volume (cubic meters)

Enter a number...

### Date of Clean-up Completion

Enter date...

**Name of Clean-up Personnel**

Write something...


**Waste Disposal Method**

- ☐ Recycling
- ☐ Landfill
- ☐ Other (Specify in LONG\_TEXT)

**Other Waste Disposal Details (If applicable)**

Write something...

**Photos of Post-Installation Condition**

 Upload File

**Project Record Reference Number**

Write something...

**Insulation Installer Signature**