

Prescriptive Attic Air Sealing Installation Checklist

Site Information			Install Date:	
Homeowner Name:			Homeowner Phone:	
Site Address:	City:	State:	Zip:	
Please initial or mark N/A if not applicable in your home. Please submit this form with the CPI Rebate Form upon completion.				Installer
1.	Weather-stripping: Installed between the attic access frame and hatch provides an effective air seal.			
2.	Gasket or weather-stripping: Installed between pull down stair cover frame and door provides an effective air seal, or an air-tight cover installed between stairs and attic.			
3.	Duct boots: Mastic, caulk, or other air-tight seal installed around the perimeter of duct boots between the boot and the ceiling.			
4.	Chases: Sealed with foam, caulking, and rigid barriers attached to attic floor or wall. Clearances maintained from combustible materials. Fire-rated materials used as appropriate near heat-producing devices.			
5.	Non-IC rated fixtures: Foam, caulk or another air-tight seal installed between fixture and ceiling, or a drywall or another non-flammable air-sealed insulation shield installed over fixture. Shield extended above new attic insulation. No insulation covers the top of the shield.			
6.	IC rated fixtures: Fixture sealed between interior finish and the fixture. Fixture is not covered with spray foam and openings in the fixture are not sealed. An air-tight box or prefabricated cover is acceptable. Attic insulation installed over fixture.			
7.	Bath fans: Foam, caulk, or other air-tight seal installed around perimeter of bath fans. Fire-resistant caulk used for bath fans with a heat source. Gaps larger than 1" spanned with sheet metal.			
8.	Electrical fixtures and plumbing penetrations: Foam, caulk or other airtight seal installed around perimeter.			
9.	Other penetrations: Drywall-to-top-plate connections, wood-to-wood seams, penetrations through the top plate sealed with foam or caulk.			
10.	Drop soffits: Rigid material installed and sealed with foam or caulk to close off drop soffits from the attic.			
11.	Knee wall door: Weatherstripping between door jamb and attic access frame. Latch installed if necessary.			
12.	Floor joists under kneewalls: Rigid material installed between floor joists. Perimeter of each joist space foamed or caulked.			
13.	Tops of balloon-framed walls: Foam, caulk, or other air-tight seal installed at the tops of balloon-framed walls and to open walls between split-level attic areas. Perimeter of each stud space foamed or caulked.			
Notes:				
By signing below, I certify that the items marked as completed on this checklist were completed for this site.				
Installer Name:			Date:	
Contractor Name (if applicable):		Phone:		