TICK-BOX
BUILDING SUMMARY

This information forms an entry into the building archaeology research database (BARD) located at www.buildingarchaeology.co.uk. Please put a tick in any box to signify “Yes”. A blank will be assumed to be “No”. If you think it may be so, but cannot be sure, list it in the “Key Features” field followed by a “?” . It is advisable to fill in Section 3 Features first, as this guides some of the Section 1 and 2 entries.

1. SITE OVERALL

Name of Building (If just a part, add building name followed by: -main range, -wing, etc)
Address
County…………………………. Country……………………….. Parish………………………….
O S Grid Ref. _  _ / _  _  _  _  _
Latitude ……..………. (Normally Longitude…………… leave blank)
Timber □ Brick □ sections completed
Nature of Original Building Enter e.g. Dwelling, Barn, Church, Later phase, Other, etc.
Walls. Tick all significant. □ Timber-framed □ Brick □ Flint □ Stone □ Tile Hanging □ W’board □ Other
Roof. Tick all significant. □ Tiles □ Slate □ Thatch □ Stone □ Other
Summary. One sentence, 20 word max. e.g. A much re-built 3 ½ bay smoke-bay house with a fine later Georgian façade.
Best Features. Optional. Up to twelve words.

2. DATE OF BUILD. Most old buildings have more than one phase of construction. This date is for just one phase (typically the earliest) and its associated features. Use separate sheets if recording features for subsequent phases.

General Period (as below)………………
“Early Medieval” before 1400
“Medieval” 1400-1499
“Tudor” 1500-1559
“Elizabethan” 1560-1599
“Jacobean” 1600-1639
“Stuart” 1640-1700
Later after 1700

Best Construction Year Estimate ……………
(for sequencing analysis and report ordering)
Based on date type code (select from below): ………
Sty = Stylistic estimate Gra = Grafitto
Sto = Date-stone Doc = Documentary
Den = Dendro precise felling date
Mid = Dendro range midpoint value
Aft = Dendro felled after
Dating evidence e.g. dendro or other details

4. WINGS AND ADDITIONS. Usually later, although wings may well be contemporary with the first build. Apart from wings (left hand column) include genuine additions only, not first build. Otherwise they are covered in Section 3.

Wings □ Cross Wing(s)
□ Face Wing(s)
Probably 1st Build? □
Additions Nº….. of Extra Bay(s).
□ Outshot(s)
□ Any Brick Addition
Any Chimneys etc. Added Later □ Central Chimney □ Smoke Bay
□ End Chimney □ Smoke Hood
□ Lateral Chimney □ ½ Floored Hall

5. COMPILATION. Original report in year _ _ _ _ if revised, in year _ _ _ _
This tick box by ……………. Dated …….. Data entry by ……………. Checked by ……………
Interest and Archaeological Significance ……………………………. (either: Normal, Notable or Exceptional)
**3. TIMBER-FRAME FEATURES & PERIOD GUIDE.** Approx. date span given (□--□), features with no span are not yet dateable.

|--------Medieval (incl. Early Med.)--------|--------Elizabethan--------|--------Restoration--------|
|--------Tudor--------|--------Jacobean--------|
|--See later periods 6.--|
| 1500 | 1550 | 1600 | 1650 | 1700 |

**Building Type.** Tick one box only. Added chimneys etc will be in Section 4, Wings & Additions.

- [ ] Half-floored hall
- [ ] Chimney central
- [ ] Open hall
- [ ] Smoke bay central
- [ ] Chimney end
- [ ] Smoke bay end
- [ ] Chimney lateral
- [ ] Smoke hood
- [ ] Other

**Roof and Roof Structure.** Tick any box that applies, for a single phase of the building.

- [ ] Hipped
- [ ] Crown post
- [ ] Common-rafter
- [ ] Queen struts (2)
- [ ] Roof brace
- [ ] Post & rafter truss
- [ ] Crown strut
- [ ] Windbraces curved
- [ ] Windbraces straight
- [ ] Pegged rafters
- [ ] Flatways rafters
- [ ] Diminishing principal rafters
- [ ] Butt purlins staggered
- [ ] Butt purlins in line
- [ ] Roof truss other

**Framing.** Tick any box that applies, for a single phase of the building. (Bracing applies to external walls only)

- [ ] Aisled
- [ ] Close studding
- [ ] Wealden
- [ ] Close st’ing with rail
- [ ] Decorative panels
- [ ] Arch braces
- [ ] Down braces curved
- [ ] Down braces straight
- [ ] Large panels
- [ ] Small square panels (1m x 1m)
- [ ] Dragon ties
- [ ] Spandrel struts
- [ ] Joists flat
- [ ] Joists on edge (or square)
- [ ] Joists simple tenon
- [ ] Joist other
- [ ] Joist other
- [ ] Joist other
- [ ] Joist other
- [ ] Joist other
- [ ] Cranked collar/tiebeam
- [ ] Cusping
- [ ] Trestle sawn
- [ ] Pit sawn

**Open Hall Features**

- [ ] Moulded dais beam
- [ ] Overshot cross entry
- [ ] Internal jetty
- [ ] Moulded crown post
- [ ] Dais panelling
- [ ] Spere screen (or evidence)
- [ ] Smoke louvres (or evidence)
- [ ] Wall paintings
- [ ] Stair turret
- [ ] Mullion windows (or evidence)

**Miscellaneous Features**

- [ ] Bread oven
- [ ] Bacon loft
- [ ] Porch
- [ ] Outshot (first build)

**Key Features**

Lists the main features in Section 3. A searchable field for completion during entry onto the database.

*(Your can also record additional features of interest such as: Non jowled posts, taper burns, etc)*

This is an optional extra sheet, primarily for brick buildings and may be completed as an addition to the main Section 3.
6. BRICK, STONE & WEATHERBOARD FEATURES & PERIOD GUIDE.

**Building Plan.** Tick all boxes relevant to the first build.

- No.…… piles  No.…… units  No.…… wings  ○+Outshot  ○+Lean to  ○ H-plan
- No.…… storeys  ○ Semi-detached  ○ Terraced  ○ Attached  ○ Cellar

**ENTRANCE:**  ○ End  ○ Lobby  ○ Hearth room  ○ Side  Other ………………………

**STAIRS:**  ○ In Hall  ○ Behind Chim  ○ Between rooms  ○ Other ………………………

**CHIMNEY:**  ○ Central  ○ Front  ○ Rear  ○ Single end  ○ Two end  ○ Other …………………

**HEARTHS (on Grd floor):**  No.……  ○ Brick arch  ○ Diagonal  ○ Inglenook

**Masonry** Tick any box that applies, for any phase of the building.

- BRICKS: ……. Height(cm) …… Width(cm) …… Length(cm)
- BRICK BOND: □ English  □ Flemish  □ Flemish Garden wall  □ Header
- WALL COVERING: □ Cob  □ Flint  □ Galleting  □ Lath & Plaster  □ Wood
- Mathematical tile  □ Rendering  □ Tilehung  □ Tuck-Pointed

The date spans (□----| ) given below for each feature are very approximate. (Features with no span are not yet dateable.)

|---------------------------- Stuart ------------------|---------------------------- Georgia ---------------|---- Victorian ---|
|------------------ Stuart -----------------|---------------------- Georgian -------------------|---- Victorian ---|
| 1650             | 1700                     | 1750                     | 1800                     | 1850                     |
|↓                 | ↓                       | ↓                        | ↓                        | ↓                        |

**Roof and Roof Structure.** Tick any box that applies, for a single phase of the building.

- □ Dutch Gable--
- □ Jacobean Gable
- □ Gambrel  ○ Double span  □ Cranked inner principals--
- □ Side-purlins no collar  □ Butted vertical purlins  □ No purlins
- □ Queen strut nailed  □ Ridge Board----
- □ Queen strut pegged  □ Joist-Tied  □ Butt Rafters  □ Level Assembly  □ Yoke
- □ Pitch of roof >50°

**Façade Features. & Windows** Tick any box that applies, for a single phase of the building.

- □ FAÇADE: □ Modillions----------| □ Parapet-------------------------|
- □ Dentils----------------------| □ Gables on the facade  □ Blind arches
- □ Porch of 2 storeys--------| □ String course  □ Cornice decorated (other than Modillions/Dentils)
- □ Cut/Moulded Brick---------| □ Cottage Ornee style

**WINDOWS:**

- □ Mullion & Transom--
- □ Arched------------------|
- □ Dormer  □ Mullion  □ Gothic
- □ Bay or □ Bow + number of storeys (either case) ………
- □ Set Flush------------------|
- □ Horizontal sliding  □ With margin lights  □ Triple  □ Venetian
- □ Set back 10cm------------|  □ Set back/box concealed--|
- □ Wide (square or wider than it is high)-------------------|

**Carpentry.** Tick any box that applies, for a single phase of the building.

- □ STOPS: □ Broach  □ Pumpkin  □ Roll  Other……………………
- □ Chamfer Double  □ Chamfer Beaded  □ Moulded beam

**Notes and References** published articles, reports, documentary evidence, information used in building interpretation.