



Standardized Minimum Sample Criteria for Licensing

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Document Approval Authorization	
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Standards Criteria All samples shall be manufactured in compliance with the *Architectural Woodwork Standards (AWS), Current Edition* on date of the QCP Representative's sample review. The standards include any revised sections such as AWI-100-Submittals, AWI-200-Care and Storage, AWI-300-Materials and ANSI/ AWI 0620 Finish Carpentry/ Installation. All standards are available free of charge for digital copies at: <https://members.awinet.org/publications>. [Registration may be required for access].

Sample Expectations

The QCP representative will review examples of work representative of each AWS section for which applicant is seeking licensing. All samples, whether produced for prior projects ("in-place" samples) or solely for the licensing inspection ("stand-alone" samples) must clearly exhibit the applicant's capability to meet the minimum quality grade requirements as provided for in the Standard. The presence (or lack) of equipment, tooling, machinery etc. necessary to plausibly produce any particular sample provided for inspection may be considered in assessing the applicant's required capability.

With the exception of samples related to Section 5 (Finishing) none of the stand-alone samples are required to be factory finished, but exposed surfaces should be sanded and cleaned to the grade level's workmanship requirements.

Since Premium Grade requirements are more stringent than Custom Grade, any applicant achieving Premium Grade licensing in a section or sub-section is also accredited in Custom Grade in that section or sub-section of work.

In each section and/or sub-section evaluation, applicant must provide at least one (1) in-place example or stand-alone sample for evaluation relevant to that particular section and/or subsection. The sample(s) must conform to the current Minimum Sample Criteria listed in this document.

AWI 100 - Submittals

Objective: To provide evidence representative of an applicant's capability to meet the minimum shop drawing requirements as provided in this AWS Section, current edition.

Shop Drawing Evaluation

Drawing samples shall include at least one plan view, one elevation, and one section view for each physical example or sample provided. The drawings must conform to the scales and criteria designated in the Standard. Material schedules and other similar requirements listed in Section 1 must also be present. In addition, the drawing detail must conform to the AWS sections applicable to the category of work illustrated (e.g. casework details drawn must conform to applicable line-item standards in AWS Section 10, "Casework"). Sample Reference Plan and Cover sheet is required.



AWI 200 - Care & Storage

Samples not applicable under this section

AWI 300 – Materials

Samples not applicable under this section

Section 5 -Factory Finishing

Objective: To provide evidence representative of an applicant’s capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition. To obtain licensing for finishing, the applicant/licensee must demonstrate the ability to finish woodwork in its own plant and with labor provided by its own employees. Both transparent AND opaque finish samples must be provided as described below:

For transparent finish samples:

- 5.1 Transparent finish, color and grain shall be “well matched” from sample to sample for Premium Grade and “compatible” from sample to sample for Custom Grade.” “Pleasing color and texture match” is not an AWS criteria.

Finish Sample Requirements

Provide stand-alone samples executed solely for the licensing inspection.

The transparent (stained) finish sample criteria correlate with submittal requirements specified in Section 1 of the current AWS, and include:

- 5.2 Three (3) panels with veneer of the same species and cut on each of the three faces, each measuring a minimum of 12”x12”. (No thickness requirement)
- 5.3 Three (3) lumber samples of the same species as the veneer samples, a minimum length of 12”, and of the maximum width available from the applicant’s stock. (No thickness requirement)
- 5.4 Facsimile of a sample identification label as specified in Section 1 affixed to the back of each veneer and lumber sample

Additionally, the transparent (stained) samples:

- 5.5 Shall be finished using one of the numbered finishing systems appearing in Section 5 of the AWS. One of the six evaluation samples (either veneer or lumber) shall illustrate the individual steps (finish “step sample”) required to produce the final finish (either veneer or lumber).
- 5.6 Shall feature a top coat with satin or semi-gloss sheen.

For purposes of licensing, the opaque finish sample criteria shall include:

- 5.7 Two (2) identical panels of any “paintable” material, with faces measuring a minimum of 12” x 12” (no thickness requirement).
- 5.8 Facsimile of a sample identification label as specified in Section 1, affixed to the back of the sample.



Additionally, the opaque finish samples:

5.9 Shall be finished using one of the numbered finishing systems appearing in Section 5 of the AWS. One of the samples shall illustrate the individual steps (finish “step sample”) required to produce the final opaque finish; the other panel shall be fully finished.

5.10 Shall feature a top coat with satin or semi-gloss sheen.

Compliance Measure

Compliance testing and measurement methods shall include (but are not limited to) those contained in the “Compliance” portion of AWS Section 5.

Section 6 Interior & Exterior Millwork

Objective: To provide evidence representative of an applicant’s capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

For each subsection (i.e. 6.1, 6.2, 6.3, 6.4, 6.5 and 6 – ANSI/AWI 0620) for which licensing is sought, applicant is to provide at least one (1) in-place example or stand-alone sample at the desired Quality Grade (Premium or Custom). Sample criteria requirements are as follows:

6.1 Standing and Running Trim

NOTE: Companies engaged in moulding running lengths of trim, but not engaged in the assembly or installation of those products, are exempt from demonstrating any of the joinery requirements described below under Section 6.1

Provide one (1) 72” long Base Moulding assembly

6.1.2 Base moulding minimally 4” wide, to include profile at the upper outside long edge

6.1.3 Base moulding assembly to include compliant joinery at one (1) running joint, one (1) inside corner, one (1) outside corner, and must include at least one self-returned end.

AND

One (1) 72” long Crown Moulding assembly

6.1.4 No less than one (1), two-piece profile to include band and crown mouldings



6.1.5 Crown moulding assembly to include compliant joinery at one (1) running joint, one (1) inside corner, one (1) outside corner, and must include at least one self-returned end.

6.2 Frames

Provide one (1) 3-0 x 6-8 Square head door frame with:

- joinery
- 6.2.1** Ploughed or applied stops
 - 6.2.2** Rabbet, dado, dowel or splined
 - 6.2.3** Casing applied to one frame face

6.3 Windows, Shutters, Blinds and Screens

Provide one (1) 2-6 x 3-0 window sash frame sample with:

- 6.3.1** Casing, brick moulding and sill installed on exterior side
- 6.3.2** Casing, window stool and apron installed on the interior side

AND

One (1) 2-6" x 3-0" window sash sample complete with glazing

- 6.3.3** Demonstrate dowel, slot mortise & tenon, or haunched mortise & tenon joinery
- 6.3.4** Demonstrate capability to produce compliant half lapped muntin joinery with mullion joints dadoed into the sash

OR

One (1) 1-6" x 3-0" Shutter Panel

- 6.3.5** demonstrate mortise & tenon, slot mortise, or doweled construction
- 6.3.6** slats to be either round edge or flat edge, either fixed or movable with control bar



6.4 Ornamental Woodwork

Provide full size of one (1) or more of the following assemblies:

6.4.1 Three-sided or four-sided column wrap; circular or semi-circular column wrap; Pilaster; Mantel (not from pre-manufactured kit); Cupola; Frieze; or curved panels with curved mouldings. Samples must be of sufficient size to clearly demonstrate all included features.

6.4.2 Samples must have two or more of the following: Mitered and assembled mouldings; Fluting; Turnings; Scroll work; Inlay

6.0620 – ANSI/AWI 0620 - Installation

For each sub-section (i.e. 6.1, 6.2, 6.3 or 6.4) for which licensing is sought, provide at least one (1) in-place example or stand-alone sample to include:

Standard and Running Trim Installation

6.1.1-0620 two (2) outside crown moulding miter joints

6.1.2-0620 two (2) inside crown moulding coped joints

6.1.3-0620 two (2) crown moulding running joints with scarf, butt & dowel, biscuit, or spline

6.1.4-0620 two (2) stand-alone running trim mitered corner joints exceeding 4" in length, exhibiting spline or dowel joinery

6.1.5-0620 two (2) examples of scribing to an adjacent surface.

6.2-0620 Frame Installation

6.2.1-0620 One (1) door or window frame with square or radius head installed into rough opening with casing (minimum 2" wide) installed on both frame faces, leaving a minimum 3/16" face reveal

6.3-0620 Window, Shutter, Blind and Screen Installation

6.3.1-0620 One (1) assembled glazed window installed into rough opening with casing, window stool, and apron installed on the interior side

6.4-0620 Ornamental Woodwork Installation

6.4.1-0620 A minimum of one installation of any type of work in this category

Compliance Measure



Compliance testing and measurement methods shall include (but are not limited to) those contained in the “Compliance” portion of AWS Section 6 and/or ANSI/AWI 0620 – (Current Edition).

Section 7- Stairwork and Rails

Objective: To provide evidence representative of an applicant’s capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

7.1 Stairwork

Provide one (1) in-place representative example or stand-alone sample for evaluation to include full size typical straight stair no less than 36” wide by a minimum of six treads with risers, closed stringer on one side, and open stringer on the opposite site. The sample’s components shall include:

- 7.1** starting newel post
- 7.2** profiled hand rail (not cylindrical shape)
- 7.3** balusters, two per tread
- 7.4** landing newel post
- 7.5** treads to have nosing and cove trim
- 7.6** open side stringer is to miter into bottom riser

Compliance Measure

Compliance testing and measurement methods shall include (but are not limited to) those contained in the “Compliance” portion of AWS Section 7.

Section 8 - Wall Surfacing

Objective: To provide evidence representative of an applicant’s capability to meet the minimum quality grade requirements presented in this section of the AWS, current edition.

For each subsection (i.e. 8.1, 8.2, 8.3, 8.4, 8.5 and 8.0620) for which licensing is sought, applicant is to provide at least one (1) in-place example or stand-alone sample at the desired Quality Grade (Premium or Custom).

8.1 Flush Wood Veneered Paneling

Provide flush wood panel mock-up that is

- 8.1.1** at least two (2) panels wide by two (2) panels high
- 8.1.2** each panel minimally 46” high and 20” wide



8.1.3 the panels shall be hung using a metal or wood cleating system typical for this application.

8.1.4 The mock-up shall contain a reveal joint between panels 0.5" [12.7 mm] wide x .025" [6.35 mm] deep.

8.1.5 A "floating" reveal strip of the same species and finish as the face shall be installed

8.1.6 color and grain match of the reveal strip with the panel faces shall be compatible (Custom Grade licensing) or well matched (Premium Grade licensing)

8.1.7 the mock-up shall include a 90 degree outside corner (3" minimum return)

The panel's veneer face shall be plain sliced and book matched and

8.1.8 configured vertically on the sample

8.1.9 veneer within each panel shall be a running match for Custom Grade licensing, and balanced match for Premium Grade licensing

8.1.10 veneer from panel to panel shall be sequenced horizontally, and end-matched vertically

8.1.11 panels shall be edge banded with veneer of the same species as the face

8.1.12 Individual panels shall demonstrate balanced construction.

8.2 Stile and Rail Wood Paneling

Sample requirements are the same as the flush wood paneling requirements except there are no reveal joints incorporated into the stile and rail wood paneling sample.

8.3 High Pressure Decorative Laminate (HPDL) Paneling

Provide HPDL panel mock-up that is fabricated using the following criteria:

8.3.1 at least two (2) panels wide by two (2) panels high, with each panel minimally 46" high and 20" wide

8.3.2 the panels shall be hung using a metal or wood cleating system typical for this application.

8.3.3 panels to be edge banded with either PVC or HPDL

8.3.4 reveal joint between panels, 0.5" [12.7 mm] wide x 0.25" [6.35 mm] deep

8.3.5 include outside mitered corner

8.3.6 laminate on faces to be patterned or wood grain

8.3.7 edgebanding to be filed and eased per standard



8.4 Solid Surface (SS) Paneling

Provide Solid Surface mock-up that is fabricated using the following criteria:

8.4.1 at least two (2) panels wide horizontally, with each panel minimally 18" high, 12" wide, and minimally ½" thick.

8.4.2 panels to be hung on a structural wall per solid surface manufacturer's approved methods and materials, and any applicable line items from the Architectural Woodwork Standards

8.4.3 at least one panel to include a hard-seamed outside 90 degree return at least 3" wide, and executed per solid surface manufacturer's prescribed methods and materials, and any applicable line items from the Architectural Woodwork Standards

8.5 Phenolic Paneling

Provide mock-up that is fabricated using the following criteria:

8.5.1 at least two (2) panels wide horizontally, with each panel minimally 18" high, 12" wide, and minimally ½" thick.

8.5.2 panels to be hung on a structural wall per solid phenolic manufacturer's prescribed methods and materials, and any applicable line items from the Architectural Woodwork Standards

8.5.3 at least one panel to include an outside 90 degree return at least 3" wide, and executed per phenolic manufacturer's prescribed methods and materials, and any applicable line items from the Architectural Woodwork Standards

8.0620 – ANSI/AWI 0620 – Installation

Provide at least one (1) in-place example or stand-alone sample from at least one of the subsections 8.1, 8.2, or 8.3, to include:

- A) panel hanging technique conforming to AWS criteria
- B) sample to demonstrate one (1) inside corner
- C) sample to demonstrate one (1) outside corner

Compliance Measure

Compliance testing and measurement methods shall include (but are not limited to) those contained in the "Compliance" portion of AWS Section 8 and/or ANSI/AWI 0620 – (Current Edition).



Section 9 - Doors

Objective: To provide evidence representative of an applicant's capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

For each subsection (i.e. 9.1, 9.2 and 9E) for which licensing is sought, applicant is to provide at least one (1) in-place example or stand-alone sample at the desired Quality Grade (Premium or Custom).

9.1 Flush door, Veneer Face and/or High Pressure Decorative Laminate Face

Provide one (1) flush door, minimum size, 1-3/4" thick x 3-0 wide x 6-8 high, and provide one (1) representative "cut-away" corner sample that provides visual demonstration of each of the door's material components, including Core, Cross band(s), edge band and face.

Flush Door Veneer Face Requirements

9.1.1 veneer face, any specie listed in the AWS, HPVA - AA Grade for Premium Grade and/or HPVA - A Grade for Custom Grade, plain sliced and book matched

Flush Door High Pressure Decorative Laminate (HPDL) Requirements

9.1.2 plastic Laminate, any color or pattern, with edge band per AWS requirements

9.2 Stile & Rail Door

Provide One (1) stile and rail door, minimum size, 1-3/4" thick x 3-0 wide x 6-8 high. Also provide one (1) representative "cut-away" corner sample that includes a visual demonstration of the door's internal material components, to include: the head rail and edge stile intersection, with raised panel showing all panel and edge rim components visible, and the panel's retention moulding or captive cope and stick detail.

9.2.1 veneer face, any specie listed in the AWS, HPVA - AA Grade for Premium Grade and/or HPVA - A Grade for Custom Grade, plain sliced and book matched. Door's exposed lumber components to match veneer specie.

9.2.2 provide one (1) "dry-fit" (non-glued) example of any one (1) of the acceptable stile and rail joinery methods listed by the AW



Section 10 - Casework

Objective: To provide evidence representative of an applicant’s capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

If qualifying for subsection 10.2, then there is no requirement to show sample for 10.1. Licensing of 10.2 includes 10.1

For each subsection (i.e. 10.1, 10.2, 10.3, and 10E) for which licensing is sought, provide at least one (1) in-place example or stand-alone sample at the desired Quality Grade (Premium or Custom) as follows:

10.1 Wood Veneer Casework

Provide at least one full size frameless base cabinet with:

10.1.1 one (1) pair of full overlay doors, one (1) drawer, and one (1) adjustable shelf

10.1.2 plain sliced, book matched veneer doors and drawer faces in compliance with the Quality Grade sought for licensing

AND

Provide one full size frameless wall cabinet with:

10.1.3 one (1) pair of full overlay doors, and one (1) adjustable shelf

10.1.4 plain sliced, book matched veneer doors and drawer faces in compliance with the desired Quality Grade (Premium or Custom), depending on applicant’s grade level licensing requirements

AND

10.1.5 Provide at least one unassembled machined frameless base cabinet full top or bottom, and one machined base cabinet side.

10.2 Wood Stile and Rail Casework

Provide one full size frameless or face frame Base cabinet with:

10.2.1 one (1) pair full overly stile & rail doors, one (1) drawer (with stile & rail or, flush drawer front) and one (1) adjustable shelf

10.2.2 plain sliced, book matched veneer doors and drawer faces in compliance with the desired Quality Grade (Premium or Custom), depending on applicant’s grade level licensing requirements



AND

Provide one full size frameless or face frame construction wall cabinet with:

10.2.3 one (1) pair full overlay stile and rail doors, and one (1) adjustable shelf

10.2.4 plain sliced, book matched veneer doors and drawer faces In compliance with the desired Quality Grade (Premium or Custom), depending on applicant's grade level licensing requirements

AND

10.2.5 Provide at least one unassembled, machined face frame base cabinet top or bottom, one machined base cabinet side, one face frame stile, and one face frame rail.

10.3 High Pressure Decorative Laminate and/or Solid Phenolic

Provide one full size frameless base cabinet with:

10.3.1 One (1) pair full overlay doors, one (1) drawer, and one (1) adjustable shelf

AND

Provide one full size frameless wall cabinet with:

10.3.2 one (1) pair of full overlay doors, and one (1) adjustable shelf

10.3.3 Provide one unassembled, machined wall cabinet top or bottom and one machined wall cabinet side.

10.0620 – ANSI/AWI 0620 - Installation

Provide at least one (1) in-place installed example or stand-alone sample to include: one (1) casework elevation containing a minimum of three (3) base and three (3) wall cabinets. Applicant has the option to demonstrate casework installation competencies by way of any single or multiple of cabinet material types, whether veneer, stile and rail, HPDL or phenolic.

Compliance Measure

Compliance testing and measurement methods shall include (but are not limited to) those contained in the "Compliance" portion of AWS Section 10 and/or ANSI/AWI 0620 – (Current Edition).



Section 11- Countertops

Objective: To provide evidence representative of an applicant's capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

For each subsection (i.e. 11.1, 11.2, 11.3, 11.4, 11.5, 11.6 and 11.0620) for which licensing is sought, applicant is to provide at least (1) in-place example or stand-alone sample at the desired Quality Grade (Premium or Custom). Examples and/or samples shall include one back splash at a minimum height of 4", and shall be of either Assembly 1 or Assembly 2 construction. Countertop edge treatment is at applicant's option, but in compliance with AWS criteria. Examples and/or samples shall be comprised of:

11.1 one (1) countertop with HPDL at exposed surfaces, a minimum 24" deep by 72" long by 1-1/4" thick at visible edges of the deck, and including edging of material at applicant's option, but in compliance with AWS criteria. Provide one sink cut-out and one field joint in the sample.

11.2 one (1) countertop with wood veneer and/or solid lumber at exposed surfaces, a minimum 24" deep by 72" long by 1-1/4" thick edge, and including edging of material at applicant's option but in compliance with AWS criteria. Provide one sink cut-out and one field joint in the sample.

11.3 one (1) countertop in solid surface, minimum 24" deep by 24" long by 1" thick at visible deck edges, with 1/2" minimum splash thickness.

11.4 one (1) countertop in solid phenolic, minimum 24" deep by 24" long by 3/4" thick, with 3/4" minimum splash thickness.

11.5 one (1) countertop in Epoxy Resin, minimum 24" deep by 24" long by 1" thick, with a 1" minimum splash thickness.

11.6 one (1) countertop in manufactured or natural stone, minimum 24" deep by 24" long by 3/4" thick, with a 3/4" minimum splash thickness

11.0620 – ANSI/AWI 0620 - Installation

Provide at least one (1) in-place installed example or stand-alone sample to include:

- A) one (1) sample countertop as described in Section 11 (above), supported by and attached to base casework per AWS criteria. The countertop must have at least one field joint, and must include at least one end splash and one back splash. Sealing and caulking must be compliant with the AWS.



- B) applicant has the option to demonstrate countertop installation competencies with any single or multiple of countertop material type.

Compliance Measure

Compliance testing and measurement methods shall include (but are not limited to) those contained in the “Compliance” portion of AWS Section 11 and/or ANSI/AWI 0620 – (Current Edition).

Section 12 - Historic Restoration

Objective: To provide evidence representative of an applicant’s capability to meet the minimum AWS quality grade requirements as provided in this AWS Section, current edition.

Provide one (1) of the following two (2) options:

12.1 a combination of two or more items where fabrication was required to match existing work where original work was to be matched with new work

OR

12.2 a combination of two (2) or more items that required repair work where the new materials used for the repair represents no less than 30% of the woodwork item being repaired and matched.

Compliance Measure

The AWS current edition’s compliance requirements for gaps, flushness and flatness shall be the prevailing method for testing.

