



# RESIDENTIAL HVAC CERTIFICATION FORM

This form is required to be onsite for all mechanical inspections. Separate forms needed for each system.

Property address: \_\_\_\_\_

Building permit: \_\_\_\_\_

System # \_\_\_\_\_ Area Square foot: \_\_\_\_\_

## HEATING EQUIPMENT DATA

Equipment type: \_\_\_\_\_

Furnace, heat pump, boiler, etc.

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Input Btu/h: \_\_\_\_\_

Output Btu/h: \_\_\_\_\_

## COOLING EQUIPMENT DATA

Equipment type: \_\_\_\_\_

air conditioner, heat pump, etc.

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Total Capacity @ evaporator Btu/h: \_\_\_\_\_

Sensible Capacity (equipment) Btu/h: \_\_\_\_\_

Tonnage: \_\_\_\_\_

## Fresh Air/Make-Up Air

Indicate what type of fresh air or make-up air is proposed: \_\_\_\_\_

## HVAC DUCT LAYOUT DIAGRAM

(In the space below, provide a floor plan diagram of the duct system including trunk, branch, and outlet sizes)

I hereby certify as the system designer that the above information is accurate and in conformance with ACCA's Manual J, Manual S, Manual D, the ASHRAE Handbook of Fundamentals or other approved methods. I understand that additional information may be requested by the county to determine code compliance.

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_ License number: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Signature: \_\_\_\_\_

**INSTRUCTIONS FOR THE HVAC CERTIFICATION FORM**

Follow the instructions below to complete the certification form. Per the Virginia Residential Code, equipment sizing shall be in accordance with ACCA Manual S based on building loads calculated in accordance with ACCA Manual J or other approved methodologies. It is the applicant's responsibility to conduct a load calculation in accordance with ACCA Manual J for all HVAC installations.

**Heating Equipment Data**

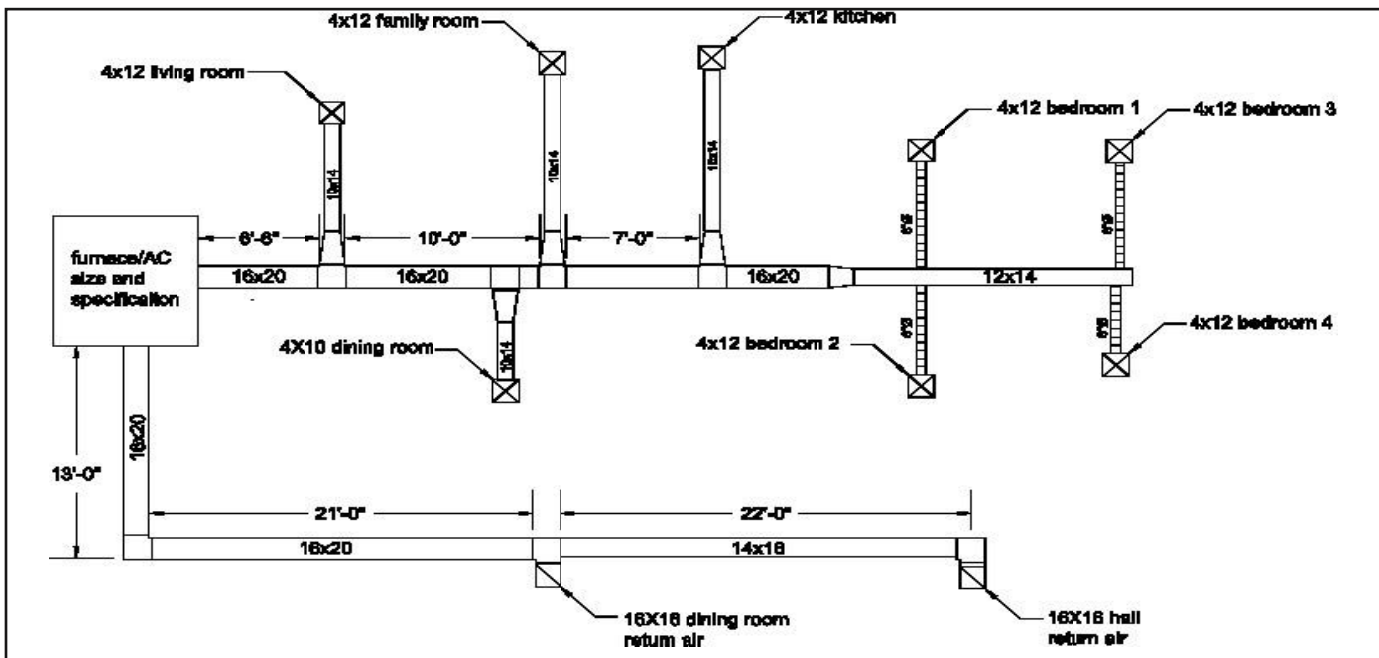
- *Equipment type: the type of the heat source; furnace, heat pump, boiler, etc.*
- *Manufacturer/Model No: the specific equipment manufacturer and model number being proposed.*
- *Input: the input capacity of a furnace or boiler in Btu/h.*
- *Output: the output capacity of a furnace or boiler in Btu/h.*

**Cooling Equipment Data**

- *Equipment type: the type of the cooling source; air conditioner, heat pump, etc.*
- *Manufacturer/Model No: the specific equipment manufacturer and model number being proposed.*
- *Input: the input capacity of a furnace or boiler in Btu/h.*
- *Total capacity @ evaporator: the sum of the sensible and latent capacities of the equipment at the design temperature in Btu/h.*
- *Sensible capacity (equipment): the maximum sensible capacity of the equipment at the design temperature in Btu/h.*

**HVAC Duct Layout Diagram**

- Provide a plan view and diagram of the supply and return air duct systems. Plan should include all sizes of trunk lines, branch lines, supply outlets and return outlets.



Sample HVAC Duct Layout