

# Notice

## Privacy Act

Klickitat PUD  
1313 S. Columbus Ave.  
Goldendale, WA 98620  
(509) 773-7622 or (800) 548-8357

### **Privacy Act Notice:**

Your interest in our conservation program is appreciated. We hope that you will decide to participate in these energy savings activities. If you do, it is necessary for you to provide some information to us, which will enable us to run this program successfully.

The information to be collected includes the names and addresses of customers participating in the program technical data about energy use and efficiency. We need this information to determine whether you are eligible for the program. Beyond this, the information collected will be used to evaluate and audit the conservation program.

Upon BPA's request, we will provide them with this information. BPA may also wish to make certain site visits to evaluate the installations and the performance of the program.

This and the data listed above will then be used to assist us in developing new programs and in assessing energy savings obtained by existing programs in the region. This information will be retained for three years. It may be released to the public, but only in anonymous statistical form.

## 1. Application

Enclosed you will find general information on the measures and rebates available, along with all the applicable paperwork needed to submit for any rebate.

Please note that with the exception of the clothes washer rebate, the rebates are only eligible for existing structures, not new construction and the residence must have electric heat (furnace, baseboard, wall, etc.) as its primary source. There can be some other back-up source of heat.

## 2. Participation

Along with the forms you will find a list of approved installers. Sign and return the Participation Agreement. Get two or more bids if possible, (suggestion, not requirement) from contractors included in the list. If you or the contractors are not sure your home qualifies for the rebate, call the Energy Services Department for instructions. You if want to use a contractor not included on the list, have the contractor contact the PUD to get approved. A homeowner may install their own windows or insulation, however only materials, not labor, are eligible costs.

## 3. Installation

Once you choose your installer, they should enter into a contract with you for the work proposed. (Not required) **Note: Heat pump proposals have to be approved by the PUD prior to installation.**

When the work is completed, submit the enclosed Rebate Coupon/Installer's Warranty Certification, and a copy of the original receipt/invoice. For window installation, leave the stickers on the windows until the PUD inspects them.

With the installation of all heat pumps, duct sealing may be necessary for rebate. All heat pump and duct sealing must meet Performance Tested Comfort Systems (PTCS) standards air testing before rebate can be issued. If ducts must be sealed for heat pump installation, only the heat pump rebate can be claimed.

If loose-fill insulation was installed, the Insulation Certificate must also be submitted.

Final payment and amounts will be subject to compliance with the program as determined by a final inspection by the PUD.

## 4. Inspection

When the completed paperwork has been submitted, an inspection will be scheduled to verify installation. The homeowner or their representative must be present at the inspection. If a heat pump was installed, in certain cases, the contractor also needs to be present for the inspection.

## 5. Payment

When the work has been approved, the PUD will issue a check to the customer or installer, as selected by the homeowner on the coupon. Please allow 3 weeks for processing of payment.

## 6. Questions?

If you have any questions about this program contact *Sharon Ohnstad* at 509-773-7622 or 1-800-548-8357. I will be glad to assist you.

We have a loan program for 4.9% fixed APR for installing any measure that qualifies for a rebate. If you are interested, let me know and I will send that packet, as the process is different.

# Residential Conservation Customer Participation Agreement

Customer Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Account # \_\_\_\_\_ Telephone number: \_\_\_\_\_

1. I certify that I am the legal owner of the residence located at:

\_\_\_\_\_

2. I hereby request Klickitat PUD to financially assist in the conservation measures for this residence.

3. I understand that:

4. I, or the person authorized below, must be present at the time inspections are conducted.

\_\_\_\_\_ is authorized to represent me and will be present during the inspection of my home.

This person  is,  is not, an authorized to sign the necessary paperwork.

- a) The PUD will provide me with a list of approved installers.
- b) Kickbacks, rebates, non-authorized discounting of bids or other non-program benefits from the installers are prohibited, and may be subject to federal law.
- c) All materials and installation must comply with current KPUD/BPA conservation specifications in order to be eligible for funding through this program.
- d) Any structural defects in this residence (e.g. dry rot, roof leaks, water pipe leaks, etc.) must be repaired prior to the installation of any PUD approved measures, and paid by the customer.
- e) I must secure bids, and work must commence within ninety (90) days in order to receive PUD funds.
- f) If I perform any of the work myself, none of my labor charges can be added to cost.
- g) The PUD shall not be liable for the tortuous acts or omissions of the installers or other independent contractors.
- h) Installers, participating in the program shall not be considered officers, agents or employees of BPA or PUD.
- i) Funding for conservation measures is available only for homes that have electric as its primary heat. Heat pump measures are available for heat pump upgrades and conversions from any other source of electric heat only. Converting from another fuel source (e.g. natural gas, propane, wood, etc.) is not allowed.
- j) These measures shall not be installed unless the home is in the Klickitat PUD service territory and is either site built or a permanently installed mobile or manufactured home.

(Homes and mobile/manufactured homes may be classified as permanent when the following conditions are met: The dwelling has been permitted for occupancy and if it is a mobile/manufactured home, it was manufactured to HUD standards).

\* Klickitat PUD will pay the lesser of the deemed savings and may change rebate prices without notice. Please check with your Energy Services Specialist for rebate prices, which are pending on an approved inspection

4. I certify that:

- a) I have received and read the privacy act notice of the PUD, and will comply with the conditions therein.
- b) I have received and read the paperwork describing the measures and maximum funding amounts available under this program.
- c) Electric heat is my primary heat and is installed at the address listed under number one (1) above.

\_\_\_\_\_

*Customer Signature*

\_\_\_\_\_

*Date*

**RESIDENCE INFORMATION:**

*Put year home built, in box that applies:*

Site Built	<b>Mobile Home</b> Permanently Installed	Multifamily Unit – 4 or less <small>(on Insulation call for rebate prices)</small>	
			Occupied Year Round
			Occupied Seasonally
			Rental
			Number of Units

**HEATING INFORMATION:**

Electric Heat - Primary                      Yes    No  
 Existing Electric system:    Baseboard\_\_\_\_    Furnace\_\_\_\_                      Heat pump\_\_\_\_  
 Radiant\_\_\_\_    Other\_\_\_\_\_

October 4, 2011

Klickitat Residential PUD Customer

RE: Residential Conservation Program Information and Forms

Attached is the general information on the residential conservation program. Please fill out the application/Participation Agreement and send back to me at the Goldendale office.

Please note that with the exception of the clothes washer rebate, these measures are only eligible for existing structures, not new construction. Also, the primary source of heat in your home must be electric.

Any of the weatherization measures can be self-installed, however if you want to use a contractor you must use one from our "Authorized" list. If you are self-installing, submit an invoice for materials only. See bullets below for the basic specifications on the measures available. These are not the complete specifications, contact me for a copy.

- ◆ **Insulation** self-install: Contact me before the job is started so I can do a pre-insulation check. This is to verify what, if any, insulation is already in the residence. If the project is a blow-in, call for an in-progress inspection. All insulation jobs need a vapor barrier installed on the conditioned side of the cavity. Most batt type insulation comes with this on one side of the batt. Floor insulation jobs must also have either an existing ground cover of 4-mil polyethylene or 6-mil new polyethylene that completely covers dirt. All exposed uninsulated ducts located in the crawlspace shall be insulated to R-11 if flex or R-19 if rigid. If project is an attic or includes the attic, contact me for ventilation requirements. Call for an inspection when the job is complete.
- ◆ **Window** self-install: Buy windows that have a U-factor of .30 or less. Patio sliding glass doors or French doors shall have a U-factor rating of .35 or less. Completely install and finish the windows and call for an inspection. Leave the tags on so I can verify the U-Factor of the glass, and have at least one old window there for verification of what type window came out. Follow building code as to appropriate location of safety glass and building code on patio doors. If you are replacing bedroom windows in mobile homes, there is an issue with egress code. Call me for more information.
- ◆ **Heat Pump** Klickitat PUD is not able to offer rebates on self installs. Heat pumps and duct sealing must pass a Performance Tested Comfort Systems - PTCS air flow test from an approved PTCS certified installer. Contractors certify that a job are approved, and provides the utility a certificate and test results. **Heat pump must have minimum ratings of: HSPF 9.0 & SEER 14 for all home types.**

When inspection passes, the rebate will be processed and payment made on the next available Commissioner's meeting.

If you wish to use the PUD's low interest loan program for your weatherization project, contact me for forms and information, as the process is different from that listed above.

If I can be of further assistance, please contact me at the number listed below or [sohnstad@klickpud.com](mailto:sohnstad@klickpud.com).

Sharon Ohnstad  
Energy Services Specialist  
(509) 773-7622

## Authorized Contractor List

Klickitat PUD  
 1313 S. Columbus Ave.  
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Below is a list of contractors who are licensed by the State of Washington, who carry liability insurance, and who have agreed to comply with all Bonneville Power Administration and Utility installation and material standards and specifications. The Utility cannot guarantee the quality of Their work.

Homeowners are encouraged to request bids from several installers and to ask for references from satisfied customers. To assure that agreement standards and specifications are met, all weatherization work done by these contractor's under this program must be inspected by the Utility. The Utility cannot be held responsible for contractor caused damages or work done beyond the scope of the Bonneville Power Administration specifications

### Heat Pump Contractors

<p><b>Area Heating &amp; Cooling, Inc.</b>                  2721 NE 65th Ave                  Vancouver, WA 98661                  (360) 737-0811 Fax (360) 6946                  PTCS-                  2731,2746,2353,1907,1919,2729,2730,2721</p>	<p><b>Access Electric &amp; Heating, Inc.</b>                  Goldendale &amp; Pasco Locations                  (509) 545-8755                  PTCS-2116, 2117</p>	<p><b>M Campbell &amp; Company, Inc.</b>                  2828 N. Irving St                  Pasco, WA 99301                  (509) 545-9848                  PTCS – 11 certificates on file</p>
<p><b>Oregon Equipment Co.</b>                  1505 W. 1st St                  The Dalles, OR 97058                  (541) 296-2915                  PTCS-1733</p>	<p><b>Link's Custom Sheet Metal, Inc.</b>                  3212 W 2nd St                  The Dalles, OR 97058                  (541) 298-8616                  PTCS-2380, 2379,2116</p>	<p><b>Perfect Climate, Inc.</b>                  31925 E. Historic Columbia River Hwy                  Troutdale, OR 97060                  (503) 491-4848                  PTCS-1568</p>
<p><b>AC &amp; H</b>                  3308 W. Sylvester St                  Pasco, WA 99336                  (509)438-6260                  PTCS-2964</p>	<p><b>Mid Columbia Heating &amp; Refrigeration</b>                  110 Foster Rd                  Goldendale, WA 98620                  (509) 773-5164                  PTCS to be contracted out</p>	<p><b>McDowell &amp; Son</b>                  4180 Hays Dr.                  Hood River, OR 97031                  (541) 387-3373                  PTCS-2121, 2911,2138</p>
<p><b>Airco Heating &amp; Cooling</b>                  PO Box 9                  Odell, OR 97044                  (541) 354-1948                  PTCS-1210</p>	<p><b>Dan's Top Notch Sheet Metal, Inc.</b>                  594 C. St.                  Washougal, WA 98671                  (360)491-4848                  PTCS-2025,2026,8368,2367</p>	

## General Contractors

<p><b>Gorge Glass &amp; Contracting, Inc.</b> 601 E. 2<sup>nd</sup> St The Dalles, OR 97058 (541) 296-2074</p> <p>Windows / Insulation</p>	<p><b>Albrecht Glass</b> 501 Yakima Valley Hwy Sunnyside, WA 98944 (509) 837-2597</p> <p>Windows</p>	<p><b>Columbia River Vinyl, Inc.</b> 10637 NE Coxley Dr. #206 Vancouver, WA 98662 (503) 848-7832</p> <p>Windows</p>
<p><b>Washington Glass</b> 740 E. Broadway Goldendale, WA 98650 (509)773-5500</p> <p>Windows</p>	<p><b>Gorge Views</b> 914 Court St The Dalles, OR 97058 (541) 380-1410</p> <p>Windows</p>	<p><b>Home Depot</b> 3600 W 6<sup>th</sup> The Dalles, OR 97058 (541) 296-7006</p> <p>Windows +</p>
<p><b>Bi State Siding &amp; Window, Inc.</b> 1310 Rd 36 Pasco, WA 99301 (800) 562-0812</p> <p>Windows</p>	<p><b>Glen Sheppard Construction Svc, Inc.</b> 39065 Pioneer Blvd Suite 20 Sandy, OR 97055</p> <p>Windows</p>	<p><b>Walter J Worrell Co.</b> 4336 15 Mile Rd The Dalles, OR (541) 993-3250</p> <p>Windows</p>
<p><b>Mountain Glory, Inc.</b> PO Box 110 Trout Lake, WA 98650 (509) 395-2791</p> <p>Windows / Insulation</p>	<p><b>Adams Construction</b> 307 E. 2<sup>nd</sup> St The Dalles, OR 97058 (541) 296-4242</p> <p>Windows / Insulation</p>	<p><b>Northwest Blower Door /Green Energy Management</b> PO Box 374 North Bonneville, WA 98639 (509) 427-7238</p> <p>Audits / Windows / Insulation/ Water heaters +</p>
<p><b>Green Home Construction</b> 1824 Cascade Hood River, OR 97031</p> <p>(541) 386-7283</p> <p>Duct Sealing / Windows &amp; Doors / Insulation / Duct Sealing / Heat Pump Testing</p>		

## Duct Sealing

<p>Area Heating &amp; Cooling, Inc. 2721 NE 65<sup>th</sup> Ave Vancouver, WA 98661</p> <p>(360) 737-0811</p> <p><b>Duct Sealing / Heat Pump Testing</b> <b>PTCS-2746, 2354,2353, 1907, 1919, 1088, 1089</b></p>	<p>A &amp; A Services 80750 Friend Rd Dufur, OR 97021</p> <p>Office Cell: (509) 250-0927</p> <p><b>Duct Sealing / Heat Pump Testing</b> <b>PTCS-3215</b></p>
<p>Northwest Blower Door Green Energy Management, Inc. PO Box 374 North Bonneville, WA 98639</p> <p>(509) 427-7238 / (888) 763-4233</p> <p><b>Duct Sealing / Home Energy Audits</b> <b>PTCS-2858</b></p>	<p>Compton's Furnace Cleaning /Sealing 3526 Royal Crest Dr. The Dalles, OR 97058</p> <p>(541) 296-5652</p> <p><b>Duct Sealing &amp; Cleaning</b> <b>PTCS-1245</b></p>
<p>Green Home Construction 1824 Cascade Hood River, OR 97031</p> <p>(541) 386-7283</p> <p><b>Duct Sealing / Windows &amp; Doors / Insulation / Duct Sealing / Heat Pump Testing</b> <b>PTCS-5951, 3299, 7438, 7041</b></p>	<p><b>McDowell &amp; Son</b> 4180 Hays Dr. Hood River, OR 97031</p> <p>(541) 387-3373</p> <p><b>Duct Sealing / HVAC</b> <b>PTCS-2121, 2911,2138</b></p>



# **To Heat Pump Contractors**

## **Air Source Heat Pumps**

- 1.** PTCS Duct Sealing and Heat Pump Commissioning Certificate from Ecos Consulting.
- 2.** AHRI Certificate showing HSPF and SEER ratings.
- 3.** Copy of Whole House Heating and Cooling Load Calculations.
- 4.** Balance Point Worksheet. (provided in this packet)
- 5.** Heat Pump Proposal. (provided in this packet)
- 6.** Duct Sealing documentation and approval from Ecos (if Duct Sealing is required).
- 7.** Heat Pump Air Flow Testing documentation and approval from Ecos.
- 8.** Copy of the final invoice.

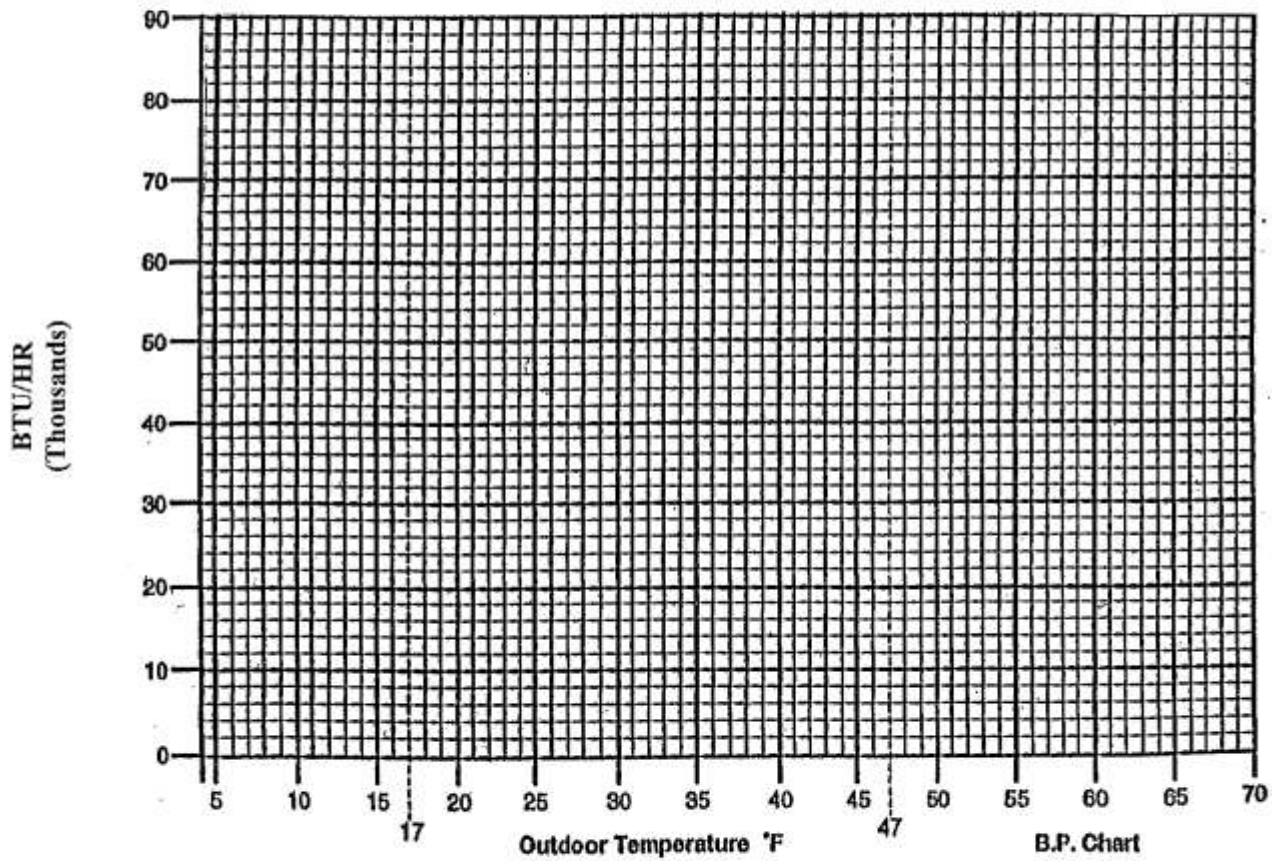


# Klickitat PUD

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# Heat Pump Balance Point Temperature Graph

Owner:			Address:		
Contractor:			Representative:		
First Stage Setpoint/Capacity	°F	kW	Third Stage Setpoint/Capacity	°F	kW
Second Stage Setpoint/Capacity	°F	kW	Fourth Stage Setpoint/Capacity	°F	kW
Heat Loss at 5°F		Output at 47°F		Output at 17°	



OUTDOOR TEMPERATURE DEGREES FAHRENHEIT  
 -----Design Heat Loss    -----Heat Pump Output    -----Balance Point Range

Energy Services Approval:	Date:
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# Residential Heat Pump Measures

## Klickitat PUD

1313 S. Columbus Ave.

Goldendale, WA 98620

(509) 773-7622 or (800) 548-8357

**Requirements: Existing Structures Only and Primary Source of Heat is Electric**

**Air to Air Heat Pumps:** Klickitat PUD pays between \$500.00 - \$800.00 on heat pumps.

Measure	Rating
Site built and Manufactured homes	HSPF 9.0 SEER 14
* Residence must have adequate insulation. (See “Residential Weatherization Measures” for general guidelines) The determination of whether the structure is adequately insulated will be decided on a case-by-case basis.	

This rebate is for heat pump upgrades, or conversion from another type electric heat. (e.g. Baseboard, Forced Air Furnace) Converting from gas or other types of heating fuel (non-electric) is not eligible on this program.

The technician or contractor responsible for sizing and/or designing the duct system must be PTCS certified.

A copy of the heating and cooling load calculations and balance point worksheet shall be submitted with bid to customer, or utility.

Balance point should be no higher than 35 degrees F. Installed supplemental heating shall not exceed 125% of heating design load. Supplemental heaters larger than 10 kW shall be staged. Heat pump equipment shall be warranted by manufacturer against defects in materials and workmanship for a minimum of one (5) year from the date of start up. Compressor shall be warranted by the manufacturer against defects in materials and workmanship for a minimum of five (5) years from the date of start up.

Note to installers: This does not constitute all the specifications and regulations for heat pump installations.

# Residential Heat Pump Rebate Coupon

## Klickitat PUD

Owner(s) Name: \_\_\_\_\_ Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

**Incentive payment is to be paid to: Contractor \_\_\_\_\_ Owner \_\_\_\_\_** (Initial one option)

PUD OFFICE USE ONLY Amount of Rebate: \_\_\_\_\_ G.L. No. 930.93 10-11-61-00-57

PUD Account Number: \_\_\_\_\_ Rebate Payable to: \_\_\_\_\_

Payee Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
Utility Representative

\_\_\_\_\_  
Date

Inspected/model # verified

### Installer's Warranty Certification

- The installer warrants that all labor, materials and workmanship are **GUARANTEED** for **ONE (5) YEAR** for heat pump installations.
- The installer has provided customer with copies of all manufacturer warranties.
- The installer warrants that the ducts are PTCS certified.

I certify that qualifying equipment was installed at this service address, and conforms to the requirements of the program.

**Installer Company Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I hereby acknowledge that I have read and understand the installer guarantees as outlined above, and that the equipment was installed to my satisfaction.

\_\_\_\_\_  
**Customer Authorized Signature** **Date:** \_\_\_\_\_

**NOTE: For payment to be authorized, this form must be completed and submitted with the invoice.**

## 2011 PTCS™ Commissioned Heat Pump Certificate & Startup Form

**Instructions:** All sections must be filled out by a PTCS-Certified Technician at the time of installation. A copy of the completed form must be promptly submitted to the utility and homeowner in accordance with utility policy. Please enter online at [www.ptcsnw.com](http://www.ptcsnw.com) or fax to Ecos IQ at 877-848-4074. Questions? Call 800-941-3867.

Technician Certification Number <b>PTCS - _____</b>		Installation Company Name		Electric Utility Company	
Customer Name			Street Address		
Site Address 2 (Unit #/ Mailing Address)		City	State	Zip Code	Phone Number ( ) -
<input type="checkbox"/> Site Built (Existing)		<input type="checkbox"/> Site Built (New Construction)		Manufactured Home: <input type="checkbox"/> Y <input type="checkbox"/> N	
Year Built: _____		<input type="checkbox"/> Y <input type="checkbox"/> N Energy Star Home?		Sections: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	
Foundation Type: <input type="checkbox"/> Half Basement <input type="checkbox"/> Full Basement <input type="checkbox"/> Crawl <input type="checkbox"/> Slab				Energy Star Home? <input type="checkbox"/> Y <input type="checkbox"/> N	
				Super Good Cents? <input type="checkbox"/> Y <input type="checkbox"/> N	
What type of heating system was installed at this site? <input type="checkbox"/> Electric Forced Air <input type="checkbox"/> Heat Pump <input type="checkbox"/> Inverter Driven Heat Pump <input type="checkbox"/> Gas Furnace                 Other _____					Heated Area (sq ft)
<b>New Heat Pump Equipment Data</b>					
AHRI Number:		SEER	HSPF	EER	
Outdoor Unit Make		Outdoor Unit Model Number		Capacity (tons)	# of Compressor Stages
Indoor Unit Make		Indoor Unit Model Number		Capacity (tons)	Locked Rotor Amps

SECTION A: SITE INFORMATION

<b>External Static Pressure Test</b>						
<i>Check in full capacity unless conditions do not permit. Attach additional sheets as needed if test must be re-run.</i>						
1. Record expected CFM/Ton based on fan wiring board settings.  2. Measure return static pressure.  3. Measure supply plenum static pressure.  4. Add values together (ignore minus "-" sign on return pressure).	Heating CFM/Ton Setting 1	Cooling CFM/Ton Setting 1	Note: Result of 0.8 Inch H <sub>2</sub> O (200 Pa) or more in Step 4 can result in extreme fan energy use and early fan failure			
	Return Static Pressure	2 Units (check one) <b>Pa</b> <input type="checkbox"/> <b>Inches H<sub>2</sub>O</b> <input type="checkbox"/>				
	Supply Static Pressure	3 External Static Pressure				4
<b>TrueFlow Test</b>						
1. Measure Normal Supply Operating Pressure (NSOP) or re-record Supply Static Pressure from above.  2. Specify TrueFlow plate # and filter size.  3. Install TrueFlow plate at filter slot and specify location.  4. Measure Supply Pressure with plate in (TFSOP)  5. Determine Correction Factor (square root of NSOP divided by TFSOP)  6. Measure pressure across TrueFlow plate and record Raw Flow (in CFM).  7. Calculate Corrected Flow = ( Raw Flow × Correction Factor)	NSOP 1 [A]	Plate Size (check one) 2 <input type="checkbox"/> 14 <input type="checkbox"/> 20	Units (check one) <input type="checkbox"/> Pa <input type="checkbox"/> Inches H <sub>2</sub> O			
	Filter Location (check one)	Indoor Unit <input type="checkbox"/>	Return Grille <input type="checkbox"/>	Other (explain) _____ 3		
	TFSOP 4 [B]	Enter Correction Factor (CF) from table or use formula $\sqrt{\frac{NSOP[A]}{TFSOP[B]}}$		5 [C]		
	Plate Pressure	Raw Flow (CFM)		6 [D]		
	Corrected Flow (CFM) = [C] x [D] 7	CFM/Ton	Is flow above 350/Ton? <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>			

SECTION B: AIRFLOW TEST



## 2011 PTCS™ Duct Sealing Certificate & Sealing Form

**Instructions:** All sections must be filled out by a PTCS-certified technician at the time of installation. A copy of the completed form must be promptly submitted to the utility and homeowner in accordance with utility policy. Please enter online at [www.ptcsnw.com](http://www.ptcsnw.com) or fax to Ecos IQ at 877-848-4074. Questions? Call 800-941-3867.

Technician Certification Number <b>PTCS - _____</b>		Installation Company Name		Electric Utility Company	
Customer Name			Street Address		
Site Address 2 (Unit #/ Mailing Address)		City	State	Zip Code	Phone Number ( ) -
<input type="checkbox"/> Site Built (Existing)		<input type="checkbox"/> Site Built (New Construction)		Manufactured Home <input type="checkbox"/> Y <input type="checkbox"/> N	
Year Built: _____		<input type="checkbox"/> Y <input type="checkbox"/> N Energy Star Home?		Sections <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	
Foundation Type: <input type="checkbox"/> Half Basement <input type="checkbox"/> Full Basement <input type="checkbox"/> Crawl <input type="checkbox"/> Slab				Energy Star Home? <input type="checkbox"/> Y <input type="checkbox"/> N	
				Super Good Cents? <input type="checkbox"/> Y <input type="checkbox"/> N	
What type of heating system was installed at this site? <input type="checkbox"/> Electric Forced Air <input type="checkbox"/> Heat Pump <input type="checkbox"/> Gas Furnace <input type="checkbox"/> Other _____					Hearth Area (sq ft)
Are at least 50% of the ducts in unconditioned space? <input type="checkbox"/> Y <input type="checkbox"/> N		<small><i>if the majority of the ducts are in conditioned space, the home does not qualify for PTCS Duct Sealing.</i></small>		# of supply registers:	# of returns

**SECTION A: SITE INFORMATION**

**House Pressurization Test - Required for Existing Homes with Existing Ducts and Manufactured Homes**

Equipment Type <input type="checkbox"/> Energy Conservatory <input type="checkbox"/> RetroTec		Is this a Test-Only? <input type="checkbox"/> Y <input type="checkbox"/> N		Blower Door House Pressurized to: <input type="checkbox"/> +50Pa CFM50 <input type="checkbox"/> Other _____			
<b>Duct Leakage Test</b> (DB) = Duct Blaster (BD) = Blower Door			<b>Leakage to Outside Test ONLY</b>				
		<b>New Construction</b>	<b>Existing Home New Ducts</b>	<b>Existing Home Existing Ducts</b>		<b>Manufactured Home</b>	
<b>Pre-Test</b>	Pre Ring (Circle One)	Not Applicable	Not Applicable	Open 1 2 3 H M L		Open 1 2 3 H M L	
	Duct Blaster Fan Pressure	Not Applicable	Not Applicable	Pa		Pa	
	Pre Duct Blaster CFM	Not Applicable	Not Applicable	DB CFM @ 0 Pa BD @ +50 Pa CFM		DB CFM @ 0 Pa BD @ +50 Pa CFM	
<b>Post-Test</b>	Post Ring (Circle One)	Open 1 2 3 H M L	Open 1 2 3 H M L	Open 1 2 3 H M L		Open 1 2 3 H M L	
	Duct Blaster Fan Pressure	Pa	Pa	Pa		Pa	
	Post Duct Blaster CFM	Flow @50Pa	Flow @50Pa	DB CFM @ 0 Pa BD @ +50 Pa CFM		DB CFM @ 0 Pa BD @ +50 Pa CFM	
<b>Compliance Path (Check One)</b>		<input type="checkbox"/> 6% with AH <input type="checkbox"/> 4% no AH	<input type="checkbox"/> 10%	<b>Pre-Condition Leakage:</b> <input type="checkbox"/> >250 CFM or <input type="checkbox"/> >15% of floor area (Whichever is Less) <b>Reduction</b> <input type="checkbox"/> 50% Reduction <input type="checkbox"/> 10% of Sq. Ft.		<b>Pre-condition (check one)</b> <input type="checkbox"/> Single wide > 100 CFM <input type="checkbox"/> Double wide > 150 CFM <input type="checkbox"/> Triple wide > 225 CFM  <b>50% Reduction</b> Was furnace to plenum connection sealed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Duct Blaster Location</b>		<input type="checkbox"/> Return Grille <input type="checkbox"/> Other _____	<input type="checkbox"/> Return Grille <input type="checkbox"/> Other _____	<input type="checkbox"/> Return Grille <input type="checkbox"/> Other _____		<input type="checkbox"/> Return Grille <input type="checkbox"/> Other _____	
<b>Pressure Tap Location (Supply Register)</b>							

**SECTION B: DUCT SEAL DATA**



## 2011 PTCS™ Duct Sealing Certificate & Sealing Form

<b>A CAZ test is required if there are any non-sealed combustion appliances in the home.</b>					
Are there any combustion appliances in the house?		Combustion Appliance Type:			
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Fireplace or Woodstove		<input type="checkbox"/> Gas Furnace	
		<input type="checkbox"/> Gas Water Heater		<input type="checkbox"/> Other: _____	
Baseline Pressure with reference to outside (all exhaust devices and air handler OFF)			Weather conditions on day of test:		
_____ Pa			<input type="checkbox"/> Calm <input type="checkbox"/> Windy		
<b>With air handler ON, record gauge readings below</b>		<b>Internal Doors Open</b>		<b>Internal Doors Closed</b>	
<i>Zone Description</i>		<i>Reading</i>		<i>Net</i>	
Zone 1		Pa	Pa	Pa	Pa
Zone 2		Pa	Pa	Pa	Pa
Zone 3		Pa	Pa	Pa	Pa
<b>Net Depressurization Example</b> <i>"Net" equals how much the pressure goes down when the air handler is turned ON (compared to baseline).</i>					
For systems to qualify, the air handler must cause no more than a -3 Pa net depressurization in any zone. Does this system qualify? (check one)					
Yes <input type="checkbox"/> No <input type="checkbox"/>					
Is there a UL-approved and functioning CO detector installed in the home?		A Carbon Monoxide (CO) detector installed in the home is required in all cases when a sealed or non-sealed combustion appliance is located in a conditioned space or attached structure, i.e. garage. RECOMMENDED CO detector specifications: UL 2034/CSA 6.19-01; digital display; peak CO memory and recall.			
<input type="checkbox"/> Yes <input type="checkbox"/> No					

**SECTION C: COMBUSTION APPLIANCE ZONE (CAZ) TEST**

**Notes – Attach additional sheets if necessary**

**SECTION D: NOTES**

**PTCS™ Certification of Compliance – To be completed by technician at the time of installation**  
 As a certified PTCS™ Duct Sealing Technician, I certify the Duct Sealing at this site and related equipment is in accordance with the standards set for the Performance Tested Comfort Systems (PTCS™) program.

_____ PTCS™ Certified Technician Name (Print)	_____ PTCS™ Certified Technician Signature (Required)
_____ Completed Date	_____ PTCS™ Certified Technician Phone Number
_____ Customer Name	_____ Customer Signature

**SECTION E: PTCS™ DUCT SEALING CERTIFICATE**