



Prince George's County
 Department of Environmental Resources
PERMITS & REVIEW GROUP
Electrical and Mechanical Team
 9400 Peppercorn Place, Suite 600
 Largo, Maryland 20774
 (301) 883-5886 ♦ FAX: (301) 883-7138



HVAC SYSTEM CERTIFICATION

1. **Custom House Address or Masterfile House Type:** _____

Name of Subdivision: _____ Total Floor Area: _____ sq. ft.
 Building Permit #: _____

2. **HVAC Contractor:** _____ License #: _____

Address: _____ City: _____ State: _____ ZIP: _____
 Telephone: _____ Engineer License #: _____

3. **Winter Design Conditions:**¹ Outside: _____ °F Inside: _____ °F

A. Total Calculated Heat Loss = _____ BTU/h²
 B. Heat Loss per sq. ft. Floor Area = _____ BTU/h ÷ _____ sq. ft. = _____ BTU/h/sq. ft.
 C. Heat Factor = $\frac{\text{cfm Capacity of Equipment in Heating Mode}}{\text{Total Heat Loss of the Zone}}$ = _____

4. **Summer Design Conditions:**³ Outside: _____ °FDB °FWB Inside: _____ °FDB

A. Total Calculated Heat Gain = _____ BTU/h²
 B. (Structure) Total Sensible Gain = _____ BTU/h²
 C. Heat Gain per sq. ft. Floor Area = _____ BTU/h ÷ _____ sq. ft. = _____ BTU/h/sq. ft.
 D. Cooling Factor = $\frac{\text{cfm Capacity of Equipment in Cooling Mode}}{\text{Total Sensible Heat Gain of the Zone}}$ = _____

5. **Equipment Data:**

A. **Heating**—Manufacturer: _____
 Model #: _____
 Input: _____ BTU/h
 Output: _____ BTU/h
 Fuel Type: _____ Auxiliary Heat: _____ KW
 Heat Pump Output @ Outdoor Winter Design Temperature of 13°F: _____ BTU/h
 Fan CFM: _____

B. **Cooling**—Manufacturer: _____
 Model #: _____
 Total Capacity @ Evaporator: _____ BTU/h
 Sensible Capacity (Equipment): _____ BTU/h
 Fan CFM: _____

C. **Combustion Air Information**⁴
 Duct(s) Size from Outdoors: _____
 Ducted to Unit Return: Yes No
 High/Low Grill Provided: Yes No
 Water Heat BTU/h: _____

6. Distribution:⁵

Room	Area Sq.Ft.	CFM Heating	CFM Cooling	Quantity & Outlet Size	Quantity & Feeder Duct Size	Heat Loss BTU/h	Sensible Heat Gain BTU/h	Return Air Duct	Return Air Grille
Basement									
Rec. Room									
Foyer									
Kitchen									
Fam. Room									
Liv. Room									
Din. Room									
Den									
Bedroom 1									
Bedroom 2									
Bedroom 3									
Bedroom 4									
Hall 1									
Hall 2									
Walk-in Closet									
Bath 1									
Bath 2									
Bath 3									
TOTAL									

Notes:

- ¹ Minimum winter design conditions: Outside: 13°F, Inside: 70°F (wind not exceeding 15 mph).
- ² All loads are to be calculated using *ASHRAE Handbook of Fundamentals* or other recognized methods.
- ³ Minimum summer design conditions: Outside: 92°FDB; 77°FWB; Inside: 75°FDB and 50% RH.
- ⁴ Combustion air for all fuel-fired equipment shall be provided by the combined use of indoor and outdoor air as required for unusually tight construction per Chapter 7 of the 2003 International Mechanical Code, Chapter 17 of the 2003 International Residential Code or other approved methods.
- ⁵ Separate certification and air distribution forms are required for each zone in multiple zone houses.

Please Note:

- All added ventilation air and unfinished areas are to be included in the load calculations.
- The County reserves the right to request a full HVAC heat loss, heat gain, and energy envelope calculations and plans where it is deemed necessary.