



**Prince George's County**  
 Department of Environmental Resources  
**PERMITS & REVIEW GROUP**  
**Electrical and Mechanical Team**  
 9400 Peppercorn Place, Suite 600  
 Largo, Maryland 20774  
 (301) 883-5905 ♦ FAX: (301) 883-7148



**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 #'s: \_\_\_\_\_

3. **Winter Design Conditions:** <sup>Note 1</sup> Outside: \_\_\_\_\_ °F Inside: \_\_\_\_\_ °F

A. Total Calculated Heat Loss = \_\_\_\_\_ BTU/h <sup>Note 2</sup>

B. Heat Loss per sq. ft. Floor Area = \_\_\_\_\_ BTU/h ÷ \_\_\_\_\_ sq. ft. = \_\_\_\_\_ BTU/h/sq. ft.

4. **Summer Design Conditions:** <sup>Note 3</sup> Outside: \_\_\_\_\_ °FDB °FWB Inside: \_\_\_\_\_ °FDB

A. Total Calculated Heat Gain = \_\_\_\_\_ BTU/h <sup>Note 2</sup>

B. (Structure) Total Sensible Gain = \_\_\_\_\_ BTU/h <sup>Note 2</sup>

C. Heat Gain per sq. ft. Floor Area = \_\_\_\_\_ BTU/h ÷ \_\_\_\_\_ sq. ft. = \_\_\_\_\_ BTU/h/sq. ft.

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 10°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** <sup>Note 4</sup>

Duct(s) Size from Outdoors: \_\_\_\_\_

Ducted to Unit Return:  Yes  No

High/Low Grill Provided:  Yes  No

**6. Distribution:** Note 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									
<b>TOTAL</b>									

**Notes:**

- <sup>1</sup> Minimum winter design conditions: Outside: 13°F, Inside: 70°F (wind not exceeding 15 mph).
- <sup>2</sup> All loads are to be calculated using *ASHRAE Handbook of Fundamentals* or other recognized methods.
- <sup>3</sup> Minimum summer design conditions: Outside: 92°FDB; 77°FWB; Inside: 75°FDB and 50% RH.
- <sup>4</sup> 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 2006 International Mechanical Code, Chapter 17 of the 2006 International Residential Code or other approved methods.
- <sup>5</sup> 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.

I hereby certify that I have designed, fabricated and installed the HVAC system(s) for the structure referenced in this document in compliance with the Prince George's County Code and all other applicable standards.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date