



Residential Duct Sealing Installation Certificate

Complete form and sign/date. All information is required to process rebate(s).
One Installation Certificate for each duct system must accompany the Residential HVAC Rebate Application.

CUSTOMER INFORMATION				
Customer Name				
Installation Address				
City		State		Zip

CONTRACTOR INFORMATION				
Company Name		Technician Name		
Address				
City		State		Zip

HOME INFORMATION						
Home Type	<input type="checkbox"/> Site Built	<input type="checkbox"/> Manufactured	Duct Location	<input type="checkbox"/> Attic	<input type="checkbox"/> Crawl Space	<input type="checkbox"/> Other _____
Foundation Type	<input type="checkbox"/> Concrete Slab <input type="checkbox"/> Crawl Space <input type="checkbox"/> Full Basement <input type="checkbox"/> Half Basement					

Installations are not eligible for rebate(s) when duct sealing is required by Title 24 codes and standards, including:

- The HVAC system is new
- Any of the major system components (evaporator coil, condensing unit, furnace) are replaced
- Duct system is added or extended, where more than 40 feet of duct is in unconditioned space
- Duct system is modified, where more than 75% of the duct is new

DUCT LEAKAGE DIAGNOSTIC TEST – EXISTING DUCT SYSTEM	
Initial leakage prior to sealing	CFM₂₅
Final leakage after sealing all connections	CFM₂₅
Leakage reduction (Initial – Final)	CFM₂₅
% Reduction (Leakage Reduction / Initial leakage x 100) <small>CFM Reduction must be 20% or Greater to qualify for Rebate.</small>	%

- All connections must be secure and properly supported.
- All supply and return register boots must be sealed to the wall, floor or ceiling.
- Mastic, mesh tape, and sheet metal screws (for metal ducts) or draw bands tightened with appropriate tool (for flex ducts) must be used to seal all accessible duct connections.
- Seams and gores on elbows, Ys, tees and boots must be sealed with mastic.

DECLARATION STATEMENT

- I certify that the information provided on this form is true and correct.
- I certify that the installation conforms to all applicable codes and regulations.
- I understand that City of Shasta Lake may check this installation to verify eligibility for rebates, and that corrections may be required to qualify for rebates.

CONTRACTOR SIGNATURE _____ **DATE** _____