

Residential Furnace Activation Form

Unit Address: _____ Permit #/Issuer: _____
 Builder: _____ Furnace Installer: _____
 Furnace - Make: _____ Model #: _____
 Serial #: _____

I, _____ (print), as a representative of the builder, declare that this furnace was not activated at any time during construction and was protected from construction contamination until the construction was completed. (This applies only if furnace was not used until occupancy).

Builder to Verify:

Line #	Date:	Initials:	Verification Items
1			Furnace was protected from construction dust or other debris
2			Gas OR Electrical to the furnace was disabled. Furnace has not been previously activated
3			Furnace is in its final location with a concrete pad or finished floor underneath
4			Return air ductwork is sealed and/or isolated from the furnace
5			Interior gypsum board installation is complete and primed and/or textured
6			House has been cleaned of all debris and drywall dust
7			Heating duct work has been professionally cleaned of dust and debris
8			All inspections required by the AHJ for activation of the HVAC system are complete

Activating HVAC Contractor to Verify:

09			Interior gypsum board installation is complete and primed and/or textured
10			Furnace is in its final location with a concrete pad or finished floor underneath
11			Gas OR Electrical means of disablement to the furnace was in place
12			Furnace interior is clear of construction dust or debris
13			New minimum MERV 11 filter has been installed at time of activation.
14			Thermostat Installed - NO FIXED JUMPERS ALLOWED
15			Operating parameters have been verified to match values on the rating plate.
16			Commissioning procedures set out by manufacturer have been verified

Home Owner or Builder Representative

Name (print) _____ Signature _____

Activating Contractor:

Name _____ Journeyman #: _____

Signature: _____