

AIR CONDITIONING CHANGE-OUT DATA SHEET

Job Address: _____ Permit Number: _____

Company Name: _____ License Number: _____

1. BUILDING TYPE	
<input type="checkbox"/> Single-Family Homes (<i>→ Go to sections 2a and 3, then submit</i>)	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <div style="text-align: center; font-weight: bold; font-size: 0.8em;">Initials</div>
<input type="checkbox"/> Multi-Family <input type="checkbox"/> Manufactured/Mobile Home (<i>→ Go to sections 2b, 3, and 4, then submit</i>)	
<input type="checkbox"/> Commercial - requires drawing indicating location of equipment with respect to building (<i>→ Go to 2b, 3, and 4, then submit</i>)	

2. CHANGE-OUT - Select 2a or 2b below:	
2a.	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <div style="text-align: center; font-weight: bold; font-size: 0.8em;">Initials</div>
No review required, if: <ul style="list-style-type: none"> <input type="checkbox"/> Equipment only (like for like, and not Commercial) (<i>→ Complete section 3, then submit</i>) 	
2b. Check all that apply, if any	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <div style="text-align: center; font-weight: bold; font-size: 0.8em;">Initials</div>
May require review: <ul style="list-style-type: none"> <input type="checkbox"/> Piping / Line-Set (with Drawing if Multi-Family or Commercial) <input type="checkbox"/> Duct Work (with Drawing if Multi-Family or Commercial) <input type="checkbox"/> Partial Equipment (requires AHRI) <input type="checkbox"/> 5 Tons or Greater (provide Fan Performance Data with CFM Capacity) <input type="checkbox"/> Equipment (requires drawing indicating location of equipment with respect to building) <p><i>(Complete sections 3 and 4, then submit)</i></p>	

3. SYSTEM INFO TABLE					
EQUIP TYPE	TONS or BTU	ELEC HEAT	GAS HEAT	HEAT KW / BTU CAPACITY	
<input type="checkbox"/> RTU		<input type="checkbox"/>	<input type="checkbox"/>		<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <div style="text-align: center; font-weight: bold; font-size: 0.8em;">Initials</div>
<input type="checkbox"/> Split System		<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Packaged		<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Mini-Split		<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Other		<input type="checkbox"/>	<input type="checkbox"/>		

4. FIRE – Check all that apply	
<input type="checkbox"/> Penetration of Fire-Rated Assemblies - Provide Drawing with UL Detail & Locations	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <div style="text-align: center; font-weight: bold; font-size: 0.8em;">Initials</div>
<input type="checkbox"/> CFM Capacity > 2000 or Space Served > 25,000 cu. ft. - Indicate on plans duct smoke detectors will be provided	
<input type="checkbox"/> 5 Tons or Greater - Provide Fan Performance Data with CFM capacity	
(Initials) _____	