

## HVAC CONSTRUCTION PERMIT APPLICATION: HOMEOWNER ONE & TWO FAMILY DWELLINGS

*It is expressly understood that the applicant for the permit agrees and states that this installation will be in strict compliance with the Uniform State Building Code and the Uniform State Residential Building Code.*

Project Address: \_\_\_\_\_ Bldg. #: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**CHECK EACH BLANK THAT APPLIES:**     New Construction     Existing Construction  
 Single Family Dwelling     Duplex     Detached Accessory Building  
 Replacement     Other (Explain): \_\_\_\_\_  
 \_\_\_\_\_

**Permit Cost:**

First system \$105.00 PLUS ( \_\_\_\_\_ # of additional systems X \$50.00 = \_\_\_\_\_ ) Equals \$ \_\_\_\_\_ Total

Date Sizing Calculations: \_\_\_\_\_ Orientation of Structure (Circle One): N S E W NE NW SE SW

Summer Design Conditions: \_\_\_\_\_ Winter Design Conditions: \_\_\_\_\_

Type	Square Footage	Heat Gain	Heat Loss
System 1			
System 2			
System 3			

**The following items must be received before issuing: Duct layout & sizing drawing, computer generated Manual J load calculations, and affidavit stating that you will be the primary owner of the home and occupy it.**

**The OMPC is issuing this HVAC construction permit upon your request in accordance with KRS 198B.6671 and 815 KAR 8:070. You, the undersigned, are fully aware that you are responsible for this installation in its entirety through completion. It is your responsibility to notify, request and obtain all required inspections. If for any reason you fail to complete this installation, it shall be your responsibility to notify OMPC immediately.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**HOMEOWNER AFFIDAVIT FOR HVAC PERMIT**

Address: \_\_\_\_\_

Homeowner Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

By signing this application it is understood that I, \_\_\_\_\_ am the owner of the above mentioned property, am currently residing in the above mentioned property; if I am not currently residing in the property, I attest that I will reside there upon completion of the work. I also affirm that the home is not currently for sale, and that any and all HVAC related work being done in the above mentioned home is being completed by me and no one else. Only one (1) homeowner permit for construction of a new home shall be issued to an individual within a five (5) year period. I also understand that the work must meet the Kentucky Building Code and I am responsible for contacting the local EPA regarding reclaiming of Freon Certification. I am also required to obtain the inspection(s) from the OMPC to ensure the above requirements have been met. This includes a final inspection. If I am found to have falsified this application in any way, I will face legal action including a fine and/or imprisonment.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subscribed and sworn to before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

I have provided required information:

- Computer generated Manual J Load Calculations
- Duct layout and sizing drawings

Initial: \_\_\_\_\_

\_\_\_\_\_ I must provide a duct leakage test certificate by a certified HVAC contractor, before the final inspection, for all duct work located in unconditioned spaces. Form 350DT.