

**CALIFORNIA ENERGY COMMISSION**

1516 NINTH STREET  
SACRAMENTO, CA 95814-5512  
www.energy.ca.gov

**Residential HVAC Alterations and Registration of Energy Forms**

Starting October 1, 2010, all required energy compliance forms for residential HVAC alterations shall be registered with an approved HERS provider when HERS field verification and/or testing is required. This will include the CF-1R-ALT-HVAC form (or CF-1R-ALT form), all required CF-6R-MECH-HERS forms, and all required CF-4R forms. To help simplify verifying that all of these forms are registered when required, please follow these guidelines:

- The CF-1R-ALT-HVAC form (or CF-1R-ALT form) shall be completed by hand, signed, and submitted along with the building permit application by the individual applying for the permit. This form will not be registered at the time of permit application.
- For the Final Inspection, the building inspector shall verify that the following energy compliance forms are completed and signed, by the installing contractor (or homeowner if the homeowner installed the HVAC equipment and/or ducting), and that the forms are registered by an approved HERS provider:
  - CF-1R-ALT-HVAC form (or CF-1R-ALT form)
  - ALL required CF-6R-MECH-HERS forms
  - ALL required CF-4R forms

*NOTE:* The CF-1R-ALT-HVAC form identifies which CF-6R-MECH-HERS forms and CF-4R forms are required depending on climate zone and the type of HVAC alteration.

- After final inspection the installing contractor shall provide a copy of the registered energy compliance forms to the homeowner.

**HERS Providers (currently approved for alterations):**

CalCERTS – [www.calcerts.com](http://www.calcerts.com)

CBPCA – [www.cbpca.org](http://www.cbpca.org)

For more information regarding residential HVAC alterations, required energy compliance forms, or the registration of forms, please view the newly developed 2008 Energy Standards Online Learning Center at: [www.energyvideos.com](http://www.energyvideos.com). Or, contact the Energy Standards Hotline at: 1-800-772-3300.

Dated: October 13, 2010