



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS**CERTIFICATE OF VERIFICATION****Note:** This table completed by HERS Registry.

Project Name:	CF1R-PRF Calculation Date/Time:
CF1R-PRF Calculation Description:	CF1R-PRF Input File Name:

A. General Information

01	Project Name	
02	Calculation Description	
03	Project Location	
04	CA City	
05	Standard Version	
06	Zip Code	
07	Software Version	
08	Climate Zone	
09	Front Orientation (deg/Cardinal)	
10	Total Building Volume (ft ³)	
11	Number of Dwelling Units	
12	Project Scope	
13	Number of Bedrooms	
14	New Conditioned Floor Area(ft ²)	
15	Number of Stories	
16	Existing Conditioned Floor Area (ft ²)	
17	Fenestration Average U-factor	
18	Total Conditioned Floor Area (ft ²)	
19	Glazing Percentage (%)	



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

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B1. Building Envelope Leakage

01	Date of Diagnostic Test for this Dwelling	
02	Test Procedure Used	
03	Manometer Make	
04	Manometer Model	
05	Manometer Serial Number	
06	Manometer Calibration Date	
07	Manometer Calibration Status	
08	Test Methodology	
09	Target Enclosure Air Leakage from CF1R (ACH50)	
09	Tested Pre-Retrofit CFM50	
10	Tested Pre-Retrofit ACH50	
11	Verification	
12	Verification Status	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below
13	Correction Notes:	

B. Opaque Surfaces

01	02	03	04	05	06	07	08
Name	Zone	Existing Conditions	Surface Type	Azimuth	Orientation	Total Cavity R-value	Verification
09	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below					
10	Correction Notes:						

C. Roofs



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS

01	02	03	04	05	06	07	08
Name	Construction	Roof Rise	Roof Reflectance	Roof Emittance	Radiant Barrier	Cool Roof	Verification
09	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below					
10	Correction Notes:						

D. Windows

01	02	03	04	05	06	07	08
Name	Azimuth	Multiplier	Area (ft ²)	U-factor	SHGC	Exterior Shading	Verification
09	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below					
10	Correction Notes:						

E. Doors

01	02	03	04	05
Name	Parent Surface	Area (ft ²)	U-factor	Verification
06	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below		
07	Correction Notes:			

F. Overhangs & Fins



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01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
	Overhang					Left Fin				Right Fin				
Window	Overhang Depth	Dist. Up	Left Ext.	Right Ext.	Flap Ht	Depth	Top Up	Dist (Left)	Bottom Up	Depth	Top Up	Dist (Right)	Bottom Up	Verification
16	Verification Status:			<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below										
17	Correction Notes:													



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS**G. Water Heaters**

01	02	03	04	05	06	07	08	09
Name	Heater Element Type	Tank Type	Tank Volume (gal)	Energy Factor or Efficiency	Input Rating	Tank Exterior Insulation R-value	Standby Loss (Fraction)	Verification
10	Verification Status:		<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below					
11	Correction Notes:							

H. Water Heating

01	02	03	04	05
Name	Distribution Type	Number of Heaters	Solar Savings Fraction	Verification
06	Verification Status:		<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below	
07	Correction Notes:			

I. HVAC – Heating Systems

01	02	03	04
Name	Type	Efficiency	Verification
05	Verification Status:		
<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below			
06	Correction Notes:		



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS

J. HVAC – Cooling Systems

01	02	03	04	05
Name	System Type	EER/EER2/CEER	SEER/SEER2	Verification
06	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below		
07	Correction Notes:			

K. HVAC Distribution

01	02	03	04	05
Name	Duct R-Value	Supply Duct Location	Return Duct Location	Verification
06	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below		
07	Correction Notes:			

L. Indoor Air Quality (IAQ) Fans

01	02	03	04	05
Name	IAQ Fan Type	Airflow (CFM)	Fan Efficacy (W/CFM)	Verification
06	Verification Status:	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below		
07	Correction Notes:			

M. Determination of HERS Verification Compliance

All applicable sections of this document shall indicate compliance with the specified verification protocol requirements in order for this Certificate of Verification as a whole to be determined to be in compliance.	
01	



CALIFORNIA ENERGY COMMISSION

EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

CEC-CF3R-EXC-20-H

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS



EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS**DOCUMENTATION AUTHOR'S DECLARATION STATEMENT**

1. I certify that this Certificate of Compliance documentation is accurate and complete.

Documentation Author Name:	Documentation Author Signature:
Documentation Author Company Name:	Date Signed:
Address:	CEA/HERS Certification Identification (if applicable):
City/State/Zip:	Phone:

RESPONSIBLE PERSON'S DECLARATION STATEMENT

2. I certify the following under penalty of perjury, under the laws of the State of California:
1. The information provided on this Certificate of Verification is true and correct.
 2. I am the certified HERS Rater who performed the verification identified and reported on this Certificate of Verification (responsible rater).
 3. The installed features, materials, components, manufactured devices, or system performance diagnostic results that require HERS verification identified on this Certificate of Verification comply with the applicable requirements in Reference Appendices RA2, RA3, and the requirements specified on the Certificate of Compliance for the building approved by the enforcement agency.
 4. I understand that a registered copy of this Certificate of Verification shall be posted, or made available with the building permit(s) issued for the building, and made available to the enforcement agency for all applicable inspections, and I will take the necessary steps to ensure this requirement is accomplished.
 5. I understand that a registered copy of this Certificate of Verification is required to be included with the documentation the builder provides to the building owner at occupancy, and I will take the necessary steps to ensure this requirement is accomplished.

BUILDER OR INSTALLER INFORMATION AS SHOWN ON THE CERTIFICATE OF INSTALLATION

Company Name (Installing Subcontractor, General Contractor, or Builder/Owner):	
Responsible Builder or Installer Name:	CSLB License:

HERS PROVIDER DATA REGISTRY INFORMATION

Sample Group Number (if applicable):	Dwelling Test Status in Sample Group (if applicable):
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HERS RATER INFORMATION

Registration Number:

Registration Date/Time:

HERS Provider:



CALIFORNIA ENERGY COMMISSION

EXISTING CONDITIONS FOR RESIDENTIAL ALTERATIONS

CEC-CF3R-EXC-20-H

SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS

HERS Rater Company Name:	
Responsible Rater Name:	Responsible Rater Signature:
Responsible Rater Certification Number w/ this HERS Provider:	Date Signed:

For assistance or questions regarding the Energy Standards, contact the Energy Hotline at: 1-800-772-330

CF3R-EXC-20-H User Instructions

A. General Information

Rater should verify this information to the best of their ability. Any questions or deviations should be indicated in the Verification Status row.

B1. Building Envelope Leakage

Existing (pre-retrofit) building envelope leakage should be verified in accordance with the procedures outlined in the Reference Appendices, Residential Appendix, RA3.8.

B. Opaque Surfaces

Existing roof type, R-value above deck, and R-value below deck should all be verified.

C. Roofs

Existing dwelling unit, frame type, area, U-factor, and R-values should all be verified.

D. Windows

Existing dwelling unit, surface type, frame type, area, u-factor, and R-values should all be verified.

E. Doors

Existing wall type, frame type, area, U-factor, and R-values should all be verified.

F. Overhangs & Fins

All columns of this section should be verified.

G. Water Heaters

All columns of this section should be verified.

H. Water Heating

All columns of this section should be verified.

I. HVAC – Heating Systems

All columns of this section should be verified.

J. HVAC – Cooling Systems

All columns of this section should be verified.

K. HVAC Distribution

All columns of this section should be verified

L. Indoor Air Quality (IAQ) Fans

All columns of this section should be verified.

M. Determination of HERS Verification Compliance

This field is filled out automatically based on all verification protocol requirements in this document showing compliance.

A. General Information

01	Project Name:	<pull from CF1R>			
02	Calculation Description:	<pull from CF1R>			
03	Project Location:	<pull from CF1R>			
04	CA City:	<pull from CF1R>	05	Standards Version:	<pull from CF1R>
06	Zip Code:	<pull from CF1R>	07	Software Version:	<pull from CF1R>
08	Climate Zone:	<pull from CF1R>	09	Front Orientation (deg/cardinal):	<pull from CF1R>
10	Total Building Volume (ft ³):	<pull from CF1R>	11	Number of Dwelling Units:	<pull from CF1R>
12	Project Scope:	<pull from CF1R>	13	Number of Bedrooms:	<pull from CF1R>
14	New Conditioned Floor Area(ft ²):	<pull from CF1R>	15	Number of Stories:	<pull from CF1R>
16	Existing Conditioned Floor Area (ft ²):	<pull from CF1R>	17	Fenestration Average U-factor:	<pull from CF1R>
18	Total Conditioned Floor Area (ft ²):	<pull from CF1R>	19	Glazing Percentage (%):	<pull from CF1R>

B1. Building Envelope Leakage

<<if existing data does not appear in CF1R, then display the "Section Does Not Apply" message>>

01	Date of Diagnostic Test for this Dwelling	<<user input: date>>
02	Test Procedure Used	<<user select from list: *Single-Point Test with Manual Meter; or *Single-Point Test with Automatic Meter>>
03	Manometer Make	<<user input: text>>
04	Manometer Model	<<user input: text>>
05	Manometer Serial Number	<<user input: text>>
06	Manometer Calibration Date	<<user input: date>>
07	Manometer Calibration Status	<<calculated field: if manometer Calibration Date in B1-06 is within 12 months of the date of the diagnostic test B1-01, then display message: "Manometer Calibration is valid"; else display message: "WARNING - Manometer Calibration is expired. A manometer with current calibration is required in order to comply with this Enclosure Air Leakage Diagnostic test">>
08	Test Methodology	<<user select from list: *Pressurization; or *Depressurization>>
09	Target Enclosure Air Leakage from CF1R (ACH50)	<<pull from CF1R>>

10	Tested Pre-Retrofit CFM50	<<user input: number>>
11	Tested Pre-Retrofit ACH50	<<user input: number>>
12	Verification	<<user input: Pass or Fail>>
13	Verification Status	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below
14	Correction Notes:	

B. Opaque Surfaces

<<if existing data does not appear in CF1R, then display the "Section Does Not Apply" message>>

01		02	03	04	05	06	07	08
Name		Zone	Existing Conditions	Surface Type	Azimuth	Orientation	Total Cavity R-value	Verification
<pull from CF1R>		<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
<pull from CF1R>		<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
09	Verification Status:		<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below					
10	Correction Notes:							

C. Roofs

<<if existing data does not appear in CF1R, then display the "Section Does Not Apply" message>>

01		02		03		04		05		06		07		08	
Name		Construction		Roof Rise		Roof Reflectance		Roof Emittance		Radiant Barrier		Cool Roof		Verification	
<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		User input: Pass or Fail	
<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		<pull from CF1R>		User input: Pass or Fail	
09	Verification Status:			<div><input type="checkbox"/> Pass – all existing conditions have been verified; or</div> <div><input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below</div>											
10	Correction Notes:														

D. Windows

<<if existing data does not appear in CF1R, then display the "Section Does Not Apply" message>>

01	02	03	04	05	06	07	08
Name	Azimuth	Multiplier	Area (ft ²)	U-factor	SHGC	Exterior Shading	Verification
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail

	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
09	Verification Status:		<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below				
10	Correction Notes:						

E. Doors				
<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>				
01	02	03	04	05
Name	Parent Surface	Area (ft²)	U-factor	Verification
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
06	Verification Status:		<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below	
07	Correction Notes:			

F. Overhangs & Fins														
<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>														
01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
	Overhang					Left Fin				Right Fin				
Window	Overhang Depth	Dist. Up	Left Extended	Right Extended	Flap Ht	Depth	Top Up	Dist (Left)	Bottom Up	Depth	Top Up	Dist (Right)	Bottom Up	Verification
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
16	Verification Status:		<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below											
17	Correction Notes:													

G. Water Heaters								
<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>								
01	02	03	04	05	06	07	08	09
Name	Heater Element Type	Tank Type	Tank Volume (gal)	Energy Factor or Efficiency	Input Rating	Tank Exterior Insulation	Standby Loss (Fraction)	Verification

						R-value		
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R, allow N/A>	User input: Pass or Fail
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R, allow N/A>	User input: Pass or Fail
10	Verification Status:	<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below						
11	Correction Notes:							

H. Water Heating

<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>

	01	02	03	04	05
	Name	Distribution Type	Number of Heaters	Solar Savings Fraction	Verification
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
06	Verification Status:	<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below			
07	Correction Notes:				

I. HVAC – Heating Systems

<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>

	01	02	03	04
	Name	Type	Efficiency	Verification
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
05	Verification Status:	<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below		
06	Correction Notes:			

J. HVAC – Cooling Systems

<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>

	01	02	03	04	05
	Name	System Type	EER/EER2/CEER	SEER/SEER2	Verification
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail

06	Verification Status:	<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below
07	Correction Notes:	

K. HVAC Distribution

<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>

01	02	03	04	05
Name	Duct R-Value	Supply Duct Location	Return Duct Location	Verification
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail
<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	<pull from CF1R>	User input: Pass or Fail

06	Verification Status:	<input type="checkbox"/> Pass – all existing conditions have been verified; or <input type="checkbox"/> Fail – one or more of the existing conditions not present. Enter reason for failure in correction notes field below
07	Correction Notes:	

L. Indoor Air Quality (IAQ) Fans

<<if existing data does not appear in CF1R, then display the “Section Does Not Apply” message>>

01	02	03	04	05
Name	IAQ Fan Type	Airflow (CFM)	Fan Efficacy (W/CFM)	Verification
<<pull from CF1R>>	<<pull from CF1R>>	<<pull from CF1R>>	<<pull from CF1R>>	<<user input: Pass or Fail>>

06	Verification Status	<input type="checkbox"/> Pass - all applicable requirements are met; or <input type="checkbox"/> Fail - one or more applicable requirements are not met. Enter reason for failure in corrections notes field below
07	Correction Notes:	

M. Determination of HERS Verification Compliance

All applicable sections of this document shall indicate compliance with the specified verification protocol requirements in order for this Certificate of Verification as a whole to be determined to be in compliance.

01	<<If Verification Status in sections B1, B, C, D, E, F, G, H, I, J, K, and L equal Pass then result is a pass. Else result is fail. For pass result, display text: “Complies: All specified verification protocol requirements on this document are met”. For fail results, display text: “Does Not Comply: One or more specified verification protocol requirements on this document are not met”.
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