Project Name and Address	**Authority Having Jurisdiction**
Name: Project Name	Enforcement Agency: Agency
Address: Project Address	Permit Number: Permit Number
City, Zip: City, Zip Code	Permit Application Date: Date

Building: Enter Value	Floor: Enter Value	Room: Enter Value	Control/tag: Value

☐ Construction inspection and functional testing Comply ☐ Does not comply	Date Submitted to AHJ: Date

Intent:	Submit one Certificate of Acceptance for each dwelling unit using a Supply-Only or Exhaust-Only ventilation system to verify that the envelope leakage conforms to the requirements of the Energy Standards §160.2(b)2Aivb2 and Nonresidential Reference Appendices NA7.18.2, NA2.3, ANSI/RESNET/ICC 380-2019, and ASTM E779-10 (2010). This test is restricted to multifamily buildings with four habitable stories or more. The technician (or ATT) is required to complete this compliance certificate prior to completing NRCA-MCH-20(a-d)-H. NOTE: An uncertified technician may complete this acceptance test using this form if a HERS Rater performs the required verification, or a certified ATT may perform this acceptance test with no HERS Rater verification needed.

Table A-1: Construction Inspection

Prior to functional testing, verify and document all of the following

Step	Entry	Item	Code Reference
1.0	☐ Pass ☐ Fail	Confirm the pressure boundary wall, ceiling, and floor penetrations are sealed.	NA7.18.2.1(a)
2.0	☐ Pass ☐ Fail	Confirm all gaps around the windows and doors are sealed.	NA7.18.2.1(b)
3.0	☐ Pass ☐ Fail	Confirm all chases are sealed at floor level using a hard cover and the hard cover is sealed.	NA7.18.2.1(c)
4.0	☐ Pass ☐ Fail	Check if Construction Inspection complies with all requirements.	N/A

Table A-2: Instrument Specifications

The equipment listed must have their calibrations checked at the manufacturer's recommended interval, and at least annually if not specified.

Step	Entry	Item	Code Reference
1.0	☐ Pass ☐ Fail	Air-Moving Fan is capable of moving air into or out of the unit to achieve target pressure differences with the exterior.	NA2.3.2 RESNET §380 4.1.1
2.0	Model Serial No.	**Manometer.** Capable of measuring pressure differences within a maximum error of 1% of reading or 0.25Pa (0.001 in. H20).	NA2.3.2 RESNET §380 4.1.2

Step	Entry	Item	Code Reference
3.0	Model Serial No.	**Airflow Meter.** Capable of measuring volumetric airflow with a maximum error of 5% of measured flow.	NA2.3.2 RESNET §380 4.1.3
4.0	Model Serial No.	**Thermometer.** Capable of measuring air temperature within an accuracy of ±1°C(2°F).	NA2.3.2 RESNET §380 4.1.4
5.0	Model Serial No.	**Blower Door**. A device that combines the Air-Moving Fan (1), Airflow Meter (3.1) and a cover to integrate into fenestration. NOTE: it is highly recommended that the assemblage of the blower door system also integrates the Manometer (2.0) and include manufacturer software that will correct CFM measurements for altitude and air temperature (i.e., air viscosity and density). Otherwise, these corrections must be made manually.	NA2.3.2 RESNET §380 4.1.5

Table B-1: Functional Test Preparation

Step	Entry	Item	Code Reference
1.0	☐ Pass ☐ Fail	Open doors and windows of all directly adjacent units (all sides, top, and bottom).	NA2.3.3(1)
2.0	☐ Pass ☐ Fail	Fenestration: Exterior doors and windows must be closed and latched.	RESNET §380 4.2.1
3.0	P, F, N/A	Attached Garage: Doors and windows to the garage must be closed and latched. (Pass, Fail, N/A)	RESNET §380 4.2.2
4.0	U, V, N/A	Crawlspaces. U - Unvented crawlspaces. Interior access doors and hatched must be open and exterior doors and hatches must be closed V – Vented Crawlspaces. Interior access doors and hatched must be closed and exterior vents left as found. N/A	RESNET §380 4.2.3

Step	Entry	Item	Code Reference
5.0	A, O, N/A	Attics. A - Air Sealed & insulated Roof Deck: Interior access doors and hatches must be opened. O – All others: Interior access doors and hatches must be open. N/A	RESNET §380 4.2.4
6.0	A, O, N/A	Basement. A - Air Sealed & Insulated: Interior access doors and hatches must be closed O - Otherwise: Interior access doors and hatches must be open N/A	RESNET §380 4.2.5
7.0	☐ Pass ☐ Fail	Interior Doors: All doors between rooms inside the dwelling unit must be open.	RESNET §380 4.2.6
8.0	P, F, N/A	Chimney Dampers & Combustion-air Inlets on Solid Fuel Appliances must be closed. (Pass, Fail, N/A)	RESNET §380 4.2.7
9.0	P, F, N/A	Combustion Appliance Flue Gas Vents must be left as found. (Pass, Fail, N/A)	RESNET §380 4.2.8
10.0	P, F, N/A	Fans must be turned off. (i.e. clothes dryer, ceiling fan, attic/crawlspace fan, kitchen/bathroom exhaust fan, air handler, ventilation fan, etc.) (Pass, Fail, N/A)	RESNET §380 4.2.9
11.0	P, F, N/A	Non-motorized Damper: connecting to exterior or unconditioned space, must be left as found. (Pass, Fail, N/A)	RESNET §380 4.2.10.1
12.0	P, F, N/A	Motorized Damper: connection to exterior or unconditioned space, must be closed (not further sealed). (Pass, Fail, N/A)	RESNET §380 4.2.10.2
13.0	P, F, N/A	Intermittent Local Exhaust: must be left open. (Pass, Fail, N/A)	RESNET §380 4.2.11.1
14.0	P, F, N/A	Intermittent Whole-House Ventilation System (include HVAC fan-integrated outdoor air inlets): must not be sealed. (Pass, Fail, N/A)	RESNET §380 4.2.11.2
15.0	P, F, N/A	Continuously Operating Local Exhaust: must be sealed at the exterior where conditions allow. (Pass, Fail, N/A)	RESNET §380 4.2.11.3

Step	Entry	Item	Code Reference
16.0	P, F, N/A	Continuously Operating Whole-House Ventilation System: must be sealed at the exterior where conditions allow. (Pass, Fail, N/A)	RESNET §380 4.2.11.4
17.0	P, F, N/A	All other openings must be left open. (Pass, Fail, N/A)	RESNET §380 4.2.11.5
18.0	P, F, N/A	Whole-building Fan Louvers/shutters must be closed. (if there is a seasonal cover, it must be installed) (Pass, Fail, N/A)	RESNET §380 4.2.12
19.0	P, F, N/A	Evaporative Coolers openings must be placed in off position. (if there is a seasonal cover, it must be installed) (Pass, Fail, N/A)	RESNET §380 4.2.13
20.0	P, F, N/A	Operable window trickle-vents and through-wall vents must be closed. (Pass, Fail, N/A)	RESNET §380 4.2.14
21.0	P, F, N/A	Supply Registers and Return Grills must be left as found and uncovered. (Pass, Fail, N/A)	RESNET §380 4.2.15
22.0	P, F, N/A	Plumbing drains with p-traps must be filled with water or sealed. (Pass, Fail, N/A)	RESNET §380 4.2.16
23.0	P, F, N/A	Vented combustion appliances must remain off or in pilot-only mode. (Pass, Fail, N/A)	RESNET §380 4.2.17
24.0	P, F, N/A	Code or manufacturer required component air bypasses must not be sealed. (Pass, Fail, N/A)	RESNET §380 4.2.18

Table B-2: Installation of Functional Test Apparatus

Step	Entry	Item	Code Reference
1.0	No Entry	Blower Door Installation.	NA2.3.3(2), RESNET 380 §4.3.1
1.1	P, F, N/A	Installed in an existing doorway or window with no obstructions within five (5) feet of the fan inlet and two (2) feet of the fan outlet. (Pass, Fail, N/A)	NA2.3.3(2), RESNET 380 §4.3.1.1
1.2	P, F, N/A	Installed in a door or window that is NOT exposed to wind, where conditions allow. (Pass, Fail, N/A)	NA2.3.3(2), RESNET 380 §4.3.1.1

Step	Entry	Item	Code Reference
1.3	P, F, N/A	If using a fenestration to unconditioned space, the unconditioned space has unrestricted pathway to exterior and all windows and doors of the unconditioned space are open. (Pass, Fail, N/A)	NA2.3.3(2), RESNET 380 §4.3.1.1
1.4	P, F, N/A	If using a fenestration to an interior shared hallway, the hallway must be connected to exterior by open doors or windows. (Pass, Fail, N/A)	NA2.3.3(2), RESNET 380 §4.3.1.1
1.5	Location	Describe location of blower door installation	NA2.3.3(2), RESNET 380 §4.3.1.1
2.0	☐ Pass ☐ Fail	Tubing used to measure the pressure difference must be installed in accordance with manufacturer's instructions and vertical sections must be positioned out of direct sunlight.	NA2.3.3(2), RESNET 380 §4.3.1.2

Table B-3: Functional Testing

Step	Entry	Item	Code Reference
1.1	Enter Value ☐ Deg. C ☐ Deg. F	Measure Temperature Indoor:	RESNET 380 §4.3.1.3
1.2	Enter Value ☐ Deg. C ☐ Deg. F	Measure Temperature Outdoor:	RESNET 380 §4.3.1.3
2.0	Enter Value	Observations of general weather conditions	RESNET 380 §4.3.1.3
3.0	Enter Value	Altitude of project site above sea-level (Feet)	RESNET 380 §4.3.1.4
4.0	Enter Value	Measure, or obtain from designs, the total dwelling unit surface area, which is the sum of the area of walls between dwelling units, exterior walls, ceiling, and floor. (Square Feet)	NA2.3.3(2)
4.1	Enter Value	Square footage of the dwelling unit (Square Feet)	NA2.3.3(2)
4.2	Enter Value	Sum of the area of all exterior walls (Square Feet)	NA2.3.3(2)
4.3	Enter Value	Sum of area of all walls between dwelling units (Square Feet)	NA2.3.3(2)
4.4	Enter Value	Total: (Step 4.1 x 2) + Step 4.2 + Step 4.3 (Square Feet)	NA2.3.3(2)

Step	Entry	Item	Code Reference
5.0	Enter Value	Pretest Baseline Building Pressure: Air-Moving Fan (OFF) (SEALED): Manometer measured pressure difference across enclosure (minimum 10 second average) (Pa)	RESNET 380 §4.4.1.1
6.0	☐ Pressurized or ☐ Depressurized	Induced Enclosure Pressure: Air-Moving Fan (ON) (UNSEALED). Adjust to create an induced enclosure pressure difference of 50±3 Pa (0.2 in±0.012H2O)	RESNET 380 §4.4.1.2
6.1	Pressure (Pa) Airflow (CFM) ☐ Not Achieved	If induced enclosure pressure difference of 50±3 Pa is achieved, then record the average value of the induced enclosure pressure difference and Airflow over a minimum 10-second period. If induced enclosure pressure difference of 50±3 Pa is not achieved, retry using additional fans. (Pa and CFM or Not Achieved) Else, proceed to 6.2.	RESNET 380 §4.4.1.2
6.2	Pressure (Pa) Airflow (CFM)	If induced enclosure pressure difference of 50±3 Pa is still not achieved from step B-3,6.1, then record the highest induced pressure difference and airflow over a minimum 10 second period. (Pa and CFM) Note: 15 Pa (0.06 in. H2O) is the minimum allowable.	RESNET 380 §4.4.1.4
6.3	Adj. Airflow (CFM)	If (Step 6.2), then adjust to CFM50: Step 6b (CFM) x (50÷Step 6.2(Pa))^0.65 (CFM) Note: a manometer equipped to make the correction is permitted.	RESNET 380 §4.4.1.4
7.0	No Entry	Return Systems and home to normal operating or as found condition.	RESNET 380 §4.4.1.3

Step	Entry	Item	Code Reference
8.0	Cor. Airflow (CFM50)	Correct CFM50. Correct the CFM measurement for air viscosity and density using the installed manufacturer integrated software for the Blower Door assemblage (Construction Inspection 5) (CFM) If the Blower Door assemblage does not include such software, then the corrections must be performed manually following the requirements of ASTM E779-10 (2010), Section 9, Equation 4	RESNET 380 §4.4.1.5
9.0	Adj. Airflow (CFM50)	Adjusted CFM50. Corrected CFM50 (Step 8) x 1.1. (CFM)	NA2.3.4(1), RESNET 380 §4.4.1.5
10.0	CFM50/SQ-FT	CFM50/ft^2. Adjusted CFM50 (Step 9) ÷Step B-3,4.4 (CFM/SqFt)	NA2.3.4(3)
11.0	☐ Pass ☐ Fail	Select "Pass" if: Step 10 <= 0.3 CFM/SqFt	NA2.3.5, §160.2(b)2Aivb2

Declaration Statement	Signatory
Document Author I assert that this Certificate of Acceptance documentation is accurate and complete.	Name Company Name Author Signature Date Signed
Acceptance Test Technician I certify the following under penalty of perjury, under the laws of the State of California: The information provided on this Certificate of Acceptance is true and correct. I am the person who performed the acceptance verification reported on this Certificate of Acceptance (Field Technician). The construction or installation identified on this Certificate of Acceptance complies with the applicable acceptance requirements indicated in the plans and specifications approved by the enforcement agency and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7. I have confirmed that the Certificate(s) of Installation for the construction or installation identified on this Certificate of Acceptance has been completed and signed by the responsible builder/installer and has been posted or made available with the building permit(s) issued for the building.	Name Company Name ATT No.: ATT Cert. No. Title Phone Signature Date Signed
Responsible Person I assert the following under penalty of perjury, under the laws of the State of California: I am the Field Technician, or the Field Technician is acting on my behalf as my employee or my agent and I have reviewed the information provided on this Certificate of Acceptance. I am eligible under Division 3 of the Business and Professions Code in the applicable classification to accept responsibility for the system design, construction or installation of features, materials, components, or manufactured devices for the scope of work identified on this Certificate of Acceptance and attest to the declarations in this statement (responsible acceptance person). The information provided on this Certificate of Acceptance substantiates that the construction or installation identified on this Certificate of Acceptance complies with the acceptance requirements indicated in the plans and specifications approved by the enforcement agency and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7. I have confirmed that the Certificate(s) of Installation for the construction or installation identified on this Certificate of Acceptance has been completed and is posted or made available with the building permit(s) issued for the building. I understand that a completed, signed copy of this Certificate of Acceptance 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. I understand that a signed copy of this Certificate of Acceptance 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.	Name Company Name Lic. No.: License No. Title Phone Signature Date Signed