

# VT COMMERCIAL BUILDING ENERGY STANDARDS (CBES) CERTIFICATE

This certificate is for projects whose state or local permit application was submitted on or after January 1, 2007  
*Before completing this form, refer to the instructions*

|  |                                   |  |
|--|-----------------------------------|--|
| _____<br>Site Address (street, town, ZIP Code) |                                   | _____<br>County  |
| _____<br>Construction Start Date               | _____<br>Construction Finish Date | _____<br>Project Description                           |
| _____<br>Building Sq. Ft.                      | _____<br># of Stories Above Grade | _____<br>Act 250 Permit # <input type="checkbox"/> N/A |

The premise listed above has been designed and constructed in substantial compliance with the requirements of the Vermont Commercial Building Energy Standards created under 21 V.S.A. § 268.

The method used to determine code compliance was:  
*(select one)*

- The 2005 Vermont Guidelines for Energy Efficient Commercial Construction Prescriptive Measures
- COMcheck™ Software Version 3.2.1 or newer or COMcheck-Web™
- ASHRAE/IESNA Standard 90.1-2004 Energy Cost Budget Method – Simulation Program

I certify that the above information is correct and that the premises listed HAVE been **DESIGNED** in accordance with the Vermont Commercial Building Standards (CBES) created under 21 V.S.A. § 268.

|                    |                     |               |
|--------------------|---------------------|---------------|
| _____<br>Signature | _____<br>Print Name |               |
| _____<br>Company   | _____<br>Phone #    | _____<br>Date |

I certify that the above information is correct and that the premises listed HAVE been **CONSTRUCTED** in accordance with the ordinary standard of care applicable to the participating construction trades, and that the subject commercial building was constructed substantially in accordance with the construction documents including the plans and specifications certified herein, and in accordance to 21 V.S.A. §268

|                    |                     |               |
|--------------------|---------------------|---------------|
| _____<br>Signature | _____<br>Print Name |               |
| _____<br>Company   | _____<br>Phone #    | _____<br>Date |

21 V.S.A. §268 requires this certificate label to be permanently affixed to the inside electrical service panel or heating or cooling equipment or nearby in a visible location. In addition an affidavit shall accompany this certificate, certifying that the commercial construction meets the CBES requirements. Copies of the certificate and affidavit shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located. NOTE: Noncompliance with CBES may result in action for damages under 21 V.S.A. §268. This label does not specify all 2005 CBES requirements.

**VT COMMERCIAL BUILDING ENERGY STANDARDS (CBES) CONSTRUCTION AFFIDAVIT**

\_\_\_\_\_  
Site Address (street, town, ZIP Code)

\_\_\_\_\_  
County

\_\_\_\_\_  
Construction Start Date

\_\_\_\_\_  
Construction Finish Date

\_\_\_\_\_  
Project Description

\_\_\_\_\_  
Building Sq. Ft.

\_\_\_\_\_  
# of Stories Above Grade

\_\_\_\_\_  
Act 250 Permit #

N/A

I certify the premise listed above has been constructed in accordance with the ordinary standard of care applicable to the participating construction trades, and that the subject commercial building was constructed substantially in accordance with the construction documents including the plans and specifications certified herein, and in accordance to 21 V.S.A. §268.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Date

Subscribed and sworn to before me:

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Expiration Date

21 V.S.A. §268 requires this affidavit certifying that the commercial construction meets the CBES requirements. Copies of the affidavit and supporting documentation demonstrating code compliance shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located.

# VT COMMERCIAL BUILDING ENERGY STANDARDS (CBES) DESIGN AFFIDAVIT

Site Address (street, town, ZIP Code)

County

Construction Start Date

Construction Finish Date

Project Description

Building Sq. Ft.

# of Stories Above Grade

Act 250 Permit #

N/A

I certify the premise listed above has been **designed** in accordance with the designer's professional duty of care, and that the building was designed in substantial compliance with the requirements of the Vermont Commercial Building Energy Standards (CBES) created under 21 V.S.A. § 268.

Signature

Print Name

Company

Phone #

Date

Subscribed and sworn to before me:

Signature of Notary

Date

Expiration Date

21 V.S.A. §268 requires this affidavit certifying that the commercial construction design meets the CBES requirements. Copies of the affidavit and supporting documentation demonstrating code compliance shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located.

## Instructions for Completing the Vermont Commercial Building Energy Standards Certificate

Read these instructions in their entirety before completing the Vermont CBES Certificate. Items are listed in **bold** in the order they appear on the certificate.

1. List the building **Site Address**.
2. List the **County** the building is located in.
3. List the **Construction Start Date** by Month/Year; the construction start date is when site work began to prepare for the building foundation or slab.
4. List the **Construction Finish Date** by Month/Year; the construction finish date is when the building is sufficiently ready for occupancy.
5. List the **Project Description**, (i.e. office building, retail store, etc.).
6. List the **Building Sq. Ft.**
7. List the **# of Stories Above Grade**.
8. If the building received an Act 250 Permit, list the **Act 250 Permit #**, if not check **N/A**.
9. Select **The method used to determine code compliance**, check off box of which method was used.
10. **Designer Certification Signature**: this is the signature of the primary designer of the building (e.g. professional engineer, licensed architect, or other licensed professional) to certify compliance with CBES. If a licensed professional engineer or a licensed architect is not involved in designing the project, certification shall be issued by the builder.
11. **Construction Certification Signature**: the signature of the general contractor, construction manager, or other party having primary responsibility for coordinating construction; or in the absence of such a person, by the building owner to certify construction of building is in compliance with CBES
12. **Print the Name** of the person whose signature is presented.
13. List the **Company**, the business name of the party certifying code compliance.
14. List the **Phone #** of the Company certifying code compliance (including area code).
15. List the **Date** the certificate was signed and completed.
16. 21 V.S.A. §268 requires this certificate label to be **permanently affixed** to the inside electrical service panel or heating or cooling equipment or nearby in a visible location.
17. Copies of the certificate and affidavit shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located.

**QUESTIONS? CALL THE VERMONT DEPARTMENT OF PUBLIC SERVICE: 800-642-3281 (in state) OR 802-828-4056 (out of state)**

## Instructions for Completing the Vermont Commercial Building Energy Standards Construction Affidavit

Read these instructions in their entirety before completing the Vermont CBES Affidavit. Items are listed in **bold** in the order they appear on the Affidavit.

1. List the building **Site Address**.
2. List the **County** the building is located in.
3. List the **Construction Start Date** by Month/Year; the construction start date is when site work began to prepare for the building foundation or slab.
4. List the **Construction Finish Date** by Month/Year; the construction finish date is when the building is sufficiently ready for occupancy.
5. List the **Project Description**, (i.e. office building, retail store, etc.).
6. List the **Building Sq. Ft.**
7. List the **# of Stories Above Grade**.
8. If the building received an Act 250 Permit, list the **Act 250 Permit #**, if not check **N/A**.
9. **Signature**, this is the signature of either the builder who directed construction or of another party authorized to certify code compliance. Note: The builder or general contractor may reasonably rely on affidavits from subcontractors or other persons that contributed to the construction affirming that the portions of the construction produced by them were properly certifiable under CBES.
10. **Print the Name** of the person whose signature is presented.
11. List the **Company**, the business name of the party certifying code compliance.
12. List the **Phone #** of the Company certifying code compliance (including area code).
13. List the **Date** the certificate was signed and completed.
14. **Signature of Notary**, the Affidavit shall be signed by a Notary
15. List the **Date** the Notary signed the Affidavit.
16. List the **Expiration Date** of the Notary's License.
17. Copies of the affidavit and supporting documentation shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located.

**QUESTIONS? CALL THE VERMONT DEPARTMENT OF PUBLIC SERVICE: 800-642-3281 (in state) OR 802-828-4056 (out of state)**

## Instructions for Completing the Vermont Commercial Building Energy Standards Design Affidavit

Read these instructions in their entirety before completing the Vermont CBES Affidavit. Items are listed in **bold** in the order they appear on the Affidavit.

1. List the building **Site Address**.
2. List the **County** the building is located in.
3. List the **Construction Start Date** by Month/Year; the construction start date is when site work began to prepare for the building foundation or slab.
4. List the **Construction Finish Date** by Month/Year; the construction finish date is when the building is sufficiently ready for occupancy.
5. List the **Project Description**, (i.e. office building, retail store, etc.).
6. List the **Building Sq. Ft.**
7. List the **# of Stories Above Grade**.
8. If the building received an Act 250 Permit, list the **Act 250 Permit #**, if not check **N/A**.
9. **Signature**, this is the signature of the primary designer of the building (e.g. professional engineer, licensed architect, or other licensed professional) to certify compliance with CBES. If a licensed professional engineer or a licensed architect is not involved in designing the project, certification shall be issued by the builder. Note: The certifying person may reasonably rely on affidavits from subcontractors or other persons that contributed to the design of the building affirming that the portions of the design produced by them were properly certifiable under CBES.
10. **Print the Name** of the person whose signature is presented.
11. List the **Company**, the business name of the party certifying code compliance.
12. List the **Phone #** of the Company certifying code compliance (including area code).
13. List the **Date** the certificate was signed and completed.
14. **Signature of Notary**, the Affidavit shall be signed by a Notary
15. List the **Date** the Notary signed the Affidavit.
16. List the **Expiration Date** of the Notary's License.
17. Copies of the affidavit and supporting documentation shall be provided, to 1) the Dept. of Public Service, Energy Efficiency Division, 112 State St., Montpelier, VT 05620-2601, and 2) the town clerk of the town where the property is located.

**QUESTIONS? CALL THE VERMONT DEPARTMENT OF PUBLIC SERVICE: 800-642-3281 (in state) OR 802-828-4056 (out of state)**

## **CBES Certificate Supporting Documentation**

The following supporting documentation shall accompany this certificate depending on which code compliance method was used:

If the 2005 Vermont Guidelines for Energy Efficient Commercial Construction Prescriptive Measures were used to determine code compliance the following supporting documentation is required:

- 2005 Vermont Guidelines for Energy Efficient Commercial Construction Code Compliance Worksheets

If the *COMcheck*<sup>™</sup> Software Version 3.2.1 or newer or *COMcheck-Web*<sup>™</sup> was used to determine code compliance the following supporting documentation is required:

- *COMcheck*<sup>™</sup> or *COMcheck-Web*<sup>™</sup> Results Report

If the ASHRAE/IESNA Standard 90.1–2004 Energy Cost Budget Method – Simulation Program was used to determine code compliance the following supporting documentation is required:

- Simulation Program Results Report