

Read the instructions in their entirety before completing the Vermont RBES Certificate.

Instructions for Completing the 'Vermont Residential Building Energy Standards Certificate'

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

1. If the dwelling received an Act 250 Permit, list the **Act 250 Permit #**. If not, check **N/A**.
2. List the dwelling **Site**, including the complete street *and* mailing **Address, Town and Zip** code.
3. List the **Electric Utility** providing electric service to the dwelling. If the dwelling has no electricity, state none. If electricity is provided by a stand-alone system, indicate the system type, such as photovoltaic, wind turbine, propane generator, etc.
4. List the **Construction Start** and **Construction Completion** dates by **Month/Year**. **Construction Start** is when site work began, when the ground was first dug to prepare for a below grade foundation or slab on grade, etc. **Construction Completion** is when the dwelling is sufficiently ready for occupancy.
5. **Project Description:** Check off all that apply. **Multi-family homes:** Write in the number of **Units**. For all Projects, write in the number of **Stories** above grade, and the **Conditioned sq. ft.** area, excluding unconditioned spaces, such as an unconditioned garage or unheated basement. Write in the **Number of Bedrooms**.
6. **Foundation Type:** Check off all that apply.
7. **Floors, Walls, Slabs, Flat Ceilings and Sloped Ceilings:** Where applicable, list the nominal **R-value** of the insulation. If any component has more than one R-value (e.g., R-38 ceiling and R-49 ceiling), calculate an average R-value and that figure on the form. (See Section 3.5, "How to Calculate Average R-values and U-values.")
For basement walls, list the vertical height of the basement insulation in **Insulation Depth** in feet (**ft.**).
8. **Doors and Windows:** Where applicable, list the **U-Value**. If the **U-value** is not an **NFRC** (National Fenestration Rating Council) **Rating**, list the **Default Rating** (refer to Appendix B, Table B-1). **Check rating type** — either **NFRC** or **Default Rating**.
Note: If there is not enough space in this section to list each thermal envelope component, list additional information under **Other Energy Features**.
9. **Space Heat:** Check off all **Fuel** and **System** types that apply. **Circle primary fuel and system**. List the **primary heating system efficiency**, and check whether the value is **AFUE** (boilers and furnaces) or **HSPF** (heat pumps).
10. **Air Conditioning:** List the **Central A/C system efficiency** and check whether the value is **SEER** or **COP**, if applicable.
11. **Water Heating** (domestic): Check off all **Fuel** and **System** types that apply. **Circle primary fuel and system**. List the **Primary domestic hot water system efficiency Energy Factor (EF)**, available from the manufacturer. *If* the hot water is supplied by an indirect -storage tank, multiply the boiler AFUE by 0.92. Example: **EF = 0.92 x 87% AFUE = 0.80**

To order additional certificates, contact one of these resources:

- ★ Energy Code Assistance Center
1-888-373-2255
- ★ Vermont Department of Public Service
1-800-642-3281
- ★ Act 250 Environmental Board
1-802-828-3309

12. **Ventilation System:** Check off all that apply (See Chapter 2 for reference). List the **Ventilation Air Flow** rate in cubic feet per minute and check off if the flow rate is either **Rated** or **Tested**.
13. Under **Code Compliance Path**, check the compliance path by which you determined technical compliance with the Code.
 - ★ If compliance is determined using the Fast Track or Trade-Off tables, list the net window (rough opening) glazing area as a percent of gross wall area. (See Section 3.3, “How to Calculate the Glazing Percentage.”) Write in the number of the package used. The package number is shown at the top of each of the Fast Track or Trade-Off tables.
 - ★ If compliance is determined using the *VTcheck* Software Method, list the **VTcheck maximum required UA** value and **Your home UA** value calculated by *VTcheck*.
 - ★ If compliance is determined using a home energy rating, list the **Final home energy rating** and the **Company** that determined the final rating score.
14. **Other Energy Features:** At the builder’s option, list additional information as appropriate, such as the infiltration rating determined by a blower door test in air changes per hour (AC/hr), or other information.
15. Under the certification section, list the name of the **owner** of the dwelling.
16. **Signature:** This is the signature of either the builder who directed construction or of another party authorized to certify Code compliance. **Company:** List the business name of the party certifying compliance. **Print** the **Name** of the person whose **Signature** is presented. List the **Phone** number of the **Company** certifying compliance (including area code) and the **Date** (month and year) the certificate is signed and completed.