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## Manual J Info Request Form

Builder Name \_\_\_\_\_ Phone # \_\_\_\_\_ Plan # \_\_\_\_\_  
 Lot # \_\_\_\_\_ Development Name \_\_\_\_\_  
 Property Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 HVAC Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Contact: \_\_\_\_\_

### Required Equipment information:

Heating Equipment: Make: \_\_\_\_\_ Model #: \_\_\_\_\_  
 Estimated Size: \_\_\_\_\_ Efficiency: \_\_\_\_\_ Fuel: \_\_\_\_\_  
 Cooling Equipment: Make: \_\_\_\_\_ Model #: \_\_\_\_\_  
 Estimated Size: \_\_\_\_\_ Efficiency: \_\_\_\_\_

Any Ducts in unconditioned Space (circle) yes—no—If so, duct insulation R-value \_\_\_\_\_

Water Heater: \_\_\_gallon \_\_\_% efficient - Gas or Electric Unit

Mechanical Ventilation Type:

### Typical Duct Sizes:

	Size	Material
Supply Trunk:	_____	_____
Return Trunk:	_____	_____
Supply Run-outs:	_____	_____
Return Run-outs:	_____	_____
Supply Register Size:	_____	_____
	_____	_____
Return Grille Size:	_____	_____
	_____	_____

Window Type: circle: LOE / Argon / Clear Glass—U-value \_\_\_\_\_ solar heat gain coefficient \_\_\_\_\_

Structure Orientation: (front of home)

Skylights: (yes or no) U Value: \_\_\_\_\_

**Blueprints needed to calculate preliminary calculations (floor plan, elevations, and clear window sizes)**

**SEND: PLANS, SURVEY AND WINDOW SPECIFICATIONS**