



City of Acworth Development Department

4415 Center Street
Acworth, Georgia 30101
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building@acworth.org
www.acworth.org

DUCT TIGHTNESS VERIFICATION / TESTING APPLICATION

*All installation contractors are required to have a
Georgia contractor's license and a business license from a Georgia municipality!*

***Note:** A separate verification is required for each and every building, dwelling or structure in which a new duct system is installed. If building contains more than (1) dwelling unit, list the addresses of all units in which work will be done.

Expiration of Contract for Service: This contract for testing of the duct system will expire 6 months after the issue date and no refunds will be given.

Location/Street Address: _____

Subdivision / Complex: _____ **Lot, Suite, Apt. #:** _____

Owner Name: _____ **Phone:** _____

Address: _____ **Mobile:** _____

City: _____ **State:** _____ **Zip:** _____ **Email:** _____

Contractor: _____ **Phone:** _____

Address: _____ **Mobile:** _____

City: _____ **State:** _____ **Zip:** _____ **Email:** _____

NUMBER OF SYSTEMS AT THIS INSTALLED UNDER THIS ADDRESS: _____

DUCT TIGHTNESS VERIFICATION, \$200.00 for EACH SYSTEM: (DWELLING UNITS ONLY!) \$ _____
(*See Page 2 for More Information)

TRAVEL FEE: (For testing done outside the city limits of Acworth) \$ _____

TOTAL COST: \$ _____

I hereby certify that I have read and examined both pages of this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit or other service contract does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Further; I understand that this service contract is for the Duct Tightness Testing only, and that I am obligated to obtain the proper permits and approvals for the installation of the duct systems (as well as any other H.V.A.C. work) from the local city or county having jurisdiction at this address. I understand that I must receive all other inspections and approvals from that jurisdiction.

CONTRACTOR OR AUTHORIZED AGENT - **PRINT NAME**

DATE
SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT

Duct Tightness Verification (when required): \$200.00 for each system and for each test when performed on same site visit as for Envelope Tightness Testing. Otherwise, an additional \$80.00 service fee shall be charged. \$110.00 per hour to diagnose the worst areas of air leakage upon request (not required). Re-evaluating after initial test failure shall be \$200.00 under the same terms and conditions as for the original test.

The Duct Tightness Verification shall be performed along with the required Envelope Tightness Verification (if applicable), together during one inspection. If called for separately, additional fees shall apply.

The provisions of the Georgia State Minimum Standard Energy Code, as adopted and amended the Georgia Department of Community Affairs, shall regulate the design and installation of duct systems and building envelopes for adequate thermal resistance and low air leakage, as well as the design and selection of mechanical, electrical, service water heating and illumination systems and equipment that will enable the effective use of energy in new building construction. Any duct or envelope tightness verification or testing required by this Code and contracted herein, shall be performed by the City of Acworth Building Department. However, for due cause the Acworth Building Department may hire or allow an outside contractor to perform such testing.

Failures in meeting the provisions the Code concerning duct and envelope tightness shall result in the testing being required to be performed again, after corrections to deficiencies have been made, and a re-inspection fee in the original amount has been paid. Upon request, and upon the payment of an additional fee, the Building Department shall perform analysis to attempt to determine the cause of the failure of a duct tightness and / or envelope tightness tests.

The air tightness of all ducts, air handlers, filter boxes and building cavities used as ducts, in all buildings, dwellings or dwelling units, as required by the current Georgia State Minimum Standard Energy Code, shall be performed in accordance with such code, local ordinances, and **after all rough-in inspections have been approved.**

While not normally part of the installation of duct systems, the annular space between the H.V.A.C. boots and the surrounding ceiling / wall covering must be sealed with caulking or other materials so as to make an air tight seal. This must be done prior to any duct tightness verification / testing or such gaps will show up as a leakage of the duct system! Please arrange with the general contractor or owner of the structure to have these annular spaced filled prior to the air leakage testing of the duct system.

STIPULATIONS / COMMENTS

SIGNATURE _____ **DATE** _____

FOR OFFICE USE ONLY

BASE APPLICATION ACCEPTED BY: _____
PLANS CHECKED BY: _____
ZONING APPROVAL: _____
APPROVED FOR ISSUANCE BY: _____
ISSUE DATE: _____