



## HEAT PUMP BID SHEET

Customer Name	Phone: Home	Work
Address		
Contractor		
Builders Board #		
Contact Person		
Business Phone		Emergency Service Phone
Bid \$	Start Date	Completion Date
Service contract available?	Yes    No	Cost \$                      Years

## HEAT PUMP SPECIFICATIONS

Manufacturer	Model#
Cooling Capacity (Btu)	SEER
<small>Note: Cooling capacity is for reference. Equipment selection requires sensible and latent cooling capacity data from manufacturer)</small>	
Heating Capacity (Btu): 47°	17°                      HSPF
Heating Balance Point (°F)	Auxiliary Heat Capacity (kW)
Blower CFM	
Type of Air Filter	
Crankcase Heater? Yes    No	Accumulator? Yes    No
Refrigerant Filter/Drier? Yes    No	Manufacturer's Warranty Attached? Yes    No
Electric panel amperage is adequate to accommodate heat pump? Yes    No	
Service Contract or Extended Warranty Available? Yes    No	
Cost\$	Time Period                      Years

## CONTROLS

Thermostat Manufacturer	Model #
Programmable Setback Type? Yes    No	Emergency Heat Indicator? Yes    No
Supplemental Heat Indicator? Yes    No	Heat Only Settings?                      Yes    No
Supplemental Heat Lockout? Yes    No	Microprocessor controlled thermostat: Indoor    Outdoor
Staged Supplemental Heat?    Yes    No	
Type of Defrost Control: Time & Temperature	Demand
Low Pressure Switch? Yes    No	High Pressure Switch? Yes    No

# SYSTEM DESIGNS

## Heat Load Calculations:

ACCA, Manual J	ASHRAE Manufacturer's Method
Other (specify)	Room-by-Room? Yes No

## Cooling Load Calculations:

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Other (specify)	Room-by-Room? Yes No

## Duct Design Procedure:

ACCA, Manual D	ASHRAE Modified Equivalent Length	Mtr. Method
Maximum Air Velocity in Ducts:	SUPPLY fpm	RETURN fpm
Maximum Air Velocity in Registers:	SUPPLY fpm	RETURN fpm
Dampers for Each Supply Duct? Yes No		

# INSTALLATION

## Duct Sealing:

Seal Joints Between Sections and Fittings?	Yes	No	Sealing Method
Seal Seams in Each Sections and Fitting?	Yes	No	Sealing Method
Seal Penetrations of Ducts Into Heated Space?	Yes	No	Sealing Method

## Duct Insulation

R-Value	Type of Insulation
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Refrigerant Lines Insulated? Yes No

Location of Outdoor Unit:	Location of Indoor Unit:
Location of Condensate Drain:	Condensate Pump? Yes No Location:
Location of Thermostat:	Filter Location Labeled? Yes No

## CUSTOMER REFERENCES

Name:	Address:	Phone#:
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