Contractor Certification of HVAC Permits and License for

Custom Calculated Projects

To be completed by the licensed contractor for the following programs:

- Customized Incentives
- Savings By Design
- Third-party programs
- Commercial whole building

Important Details:

- This form must be signed and dated by a licensed contractor and then submitted with **applicable project invoices and permitting documents** after completion of your project.
- Please refer to the email cover letter sent with this form for full project incentive process and final payment instructions.
- Questions about this form or process? Contact your PG&E representative. **Your PG&E representative is:**

Name

Email

Phone Number

In accordance with California Public Utilities Code Section 399.4 (b), and the California Public Utilities Commission Decision, Pacific Gas and Electric Company (PG&E) is required to collect the information specified below from contractors and/or customers for projects involving the installation of heating, ventilation and air conditioning (HVAC) measures, including heat pumps. This form verifies that the contractors are licensed and that the appropriate permits have been obtained.

Instructions:

This form must be filled out by the licensed contractor installing or overseeing the installation of HVAC replacements and returned to your PG&E representative along with the project invoices after installation of the project.

STEP 1 CUSTOMIZED INCENTIVE PROJECT APPLICATION NUMBER

STEP 2 PERMIT INFORMATION

As an authorized agent of my company, I certify I am a licensed contractor and have followed applicable permitting requirements for this HVAC replacement.

Permit Number

Permitting Agency

Contractor Company Name

Company Representative (Name and Title)

Signature Date

STEP 3 PROOF OF PERMIT CLOSURE

☐ This project does not include the installation of central air-conditioning and heat pumps (including air handling units (AHU), split and packaged units) or their related fans.

☐ I have included proof of permit closure by the local permitting authority as an attachment. This project includes the installation of central air-conditioning and heat pumps (including AHUs, split and packaged units) and their related fans.

STEP 4 RETURN TO (along with project invoices)

Name

Phone Number

OR

Email

Fax

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