



RESIDENTIAL REPLACEMENT AIR-CONDITIONING/HEAT PUMP UNIT
NEW CASTLE COUNTY **2018 IMC Self-Certification Form**

DEPARTMENT OF LAND USE
 87 READS WAY, NEW CASTLE, DE 19720
 PHONE: 302-395-5400 • WWW.NCCDELU.ORG

1/12/21

CODE "RRA"

This certification form shall be signed by the Licensed Contractor who performed the installation. Completed forms must be forwarded to the New Castle County Inspections Section at buildinginspections@nccde.org immediately following the installation.

LOT # _____	SUBDIVISION _____	TAX PARCEL _____
PROPERTY ADDRESS _____		
HVAC PERMIT # _____		

CHECKLIST	
<i>Installations shall comply with all applicable New Castle County adopted codes</i>	
Specs: _____ Ton/BTU Manuf. _____ Model # _____	
Passed	
<input type="checkbox"/> Outdoor equipment installed on level, approved material extending above adjoining grade	IMC 304.9
<input type="checkbox"/> Refrigerated piping subject to damage protected in an approved manner	IMC 1101.3
<input type="checkbox"/> Outdoor equipment installed with an outside electrical disconnect switch	NEC, IMC 301.7
<input type="checkbox"/> Plenum and new ducts are securely fastened and sealed	IMC 603.9, IECC 403.2.2
<input type="checkbox"/> Condensation is piped and trapped to an approved point of disposal	IMC 307.2.1
<input type="checkbox"/> Manufacturer's installation and operating instructions left on site	IMC 304.1
<input type="checkbox"/> Piping supported per code	IMC 305
<input type="checkbox"/> Filter is installed per code	IMC 605.1
<input type="checkbox"/> Electric work installed and inspected if applicable	DE Title 24 Ch. 14
<input type="checkbox"/> In compliance with all other applicable codes and standards	

 Building Permit Holder's Signature (or Authorized Rep.)

 Date

 Print Name

 NCC Contractor
 Registration # (if applicable)

Please be aware that New Castle County will continue to reserve the right to perform inspections on the replacement appliance installation. Licensed contractors who certify installations that are later found to not meet minimum code standards, will have their self-certification privilege revoked. Should you have any questions regarding this matter, please feel free to contact the Inspections Office at 302-395-5572.