



Building & Permitting Branch
 1435 Water Street
 Kelowna, BC V1Y 1J4
 250-469-8960
 kelowna.ca

Assurance of Professional Compliance
 For Energy Modelers Using **ASHRAE 140-Compliant Software** (Part 9 Buildings)

Revised: July 17, 2018

- Instructions**
1. Effective December 15, 2017
 2. To be completed by the **Registered Professional of Record** modeling with ASHRAE-140 Compliant Software
 3. To be submitted prior to issuance of **occupancy permit**, accompanied with supporting documentation.

PROJECT INFORMATION

Project Address: _____

Building Permit #: _____

BC Building Code Performance Path (select one):

- 9.36.5
 9.36.6 (ENERGY STEP CODE) – **Step pursued:** 1 2 3 4 5

SUBMITTED BY

(Each registered professional of record shall complete the following)

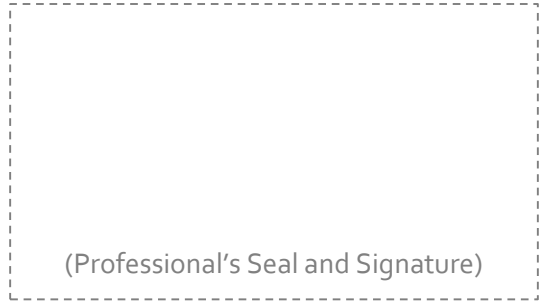
Full Legal Name: _____

Company Name: _____

Mailing Address: _____

Telephone: _____

Email: _____



Date: _____

I, (submitted by) _____ hereby certify that the building envelope and mechanical systems in the above referenced project have been designed and verified by an energy model consistent with the requirements of Subsection 9.36.5/9.36.6 of Division B, as detailed in the BC Building Code.

I understand that I am responsible for providing the following:

Prior to issuance of Building Permit:

- City of Kelowna Compliance Report (**pre-build**).
- An energy model summary for the **reference house AND pre-build** (aka 'as-designed') **house** showing relevant energy performance targets associated with the achieving the performance pathway or indicated Step Code level.

Prior to issuance of Occupancy Permit:

- City of Kelowna Compliance Report (**as-built**).
- An energy model summary for the **reference house AND as-built** (aka 'as-designed') **house** showing relevant energy performance targets associated with the achieving the performance pathway or indicated Step Code level.

I further understand that a random sample of energy model reports and energy models will be audited at the request of City of Kelowna staff, and that I may receive requests for additional information from the City of Kelowna.