

Ventilation and Your Home

Client:	
Address:	

Healthy homes require some ventilation to provide fresh air for the occupants. People feel better and work better when they breathe the right amount of fresh air. Natural ventilation happens when a window is open or when the wind blows air into a home. Mechanical ventilation can be provided by a bathroom or kitchen exhaust fan. A home may not get enough natural ventilation when cracks and holes are sealed to save energy.

_____ (Agency) has inspected your home and has determined that it needs mechanical ventilation to exhaust air. The recommended rate of continuous ventilation is _____ CFM, based upon the size and the air tightness of your home and the number of people in your household.

Fan Type: _____
 Location of Fan: _____
 Ventilation Operating Time: _____ MPH (minutes per hour)
 Ventilation Rate (Set Speed): _____ CFM (cubic feet per minute)
 Your fan is set up to run: _____
 Type of Controller: _____
 Location of Controller: _____
 Location of Service Switch: _____
 Installer name: _____

For the best results, at your present household size, keep the current fan setting. If more people move into your home, you may wish to increase the current setting. No matter what the current fan setting, always run your bath fan for 10 -15 minutes after a bath or shower. A bath or shower adds a lot of moisture to the air and over time that moisture may damage parts of your home.

Controller Operation Directions:	Attached	Not Attached
Controller Warranty Information:	Attached	Not Attached
Fan Warranty Information:	Attached	Not Attached

Maintenance: Like most equipment, ventilation fans require some upkeep. Twice a year, or as needed, vacuum the dust and lint from the grill and fan (if accessible).

Customer Verification

This certifies that _____ (Agency) has explained the ventilation system installed in my home, how it operates and how I should take care of it.

_____	_____	_____	_____
Occupant	Date	Agency Representative	Date

Please contact _____ (Agency) at _____ (phone number) with any questions regarding your ventilation system.