After reviewing the Cooling System Assessment Guide, complete the following form with the information agreed upon in the assessment process (and with more information about the space) and include it in the RFQ for a HVAC or engineering consultant that will size your cooling system.

**Desired Specifications**
- Energy Star rated
- SEER > 15
- (Type of System Control)
- (Condensate Management Requirements) (Filter Type)
- (Installation Instructions)
- (Labour Warranty)
- (Materials Warranty)
- (Maintenance Requirements)
- (Repair/Replacement Details)

**Space Characteristics**
Space size: _____ ft (length) ______ ft (width) __________ ft (height)

Space Orientation (N, S, E, W): ____  Does this space have a kitchen in it?  □ Y  □ N

Number of occupants in space: ____

Other information specific to the tenants: (e.g. the purpose of the room, types of tenants)
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________