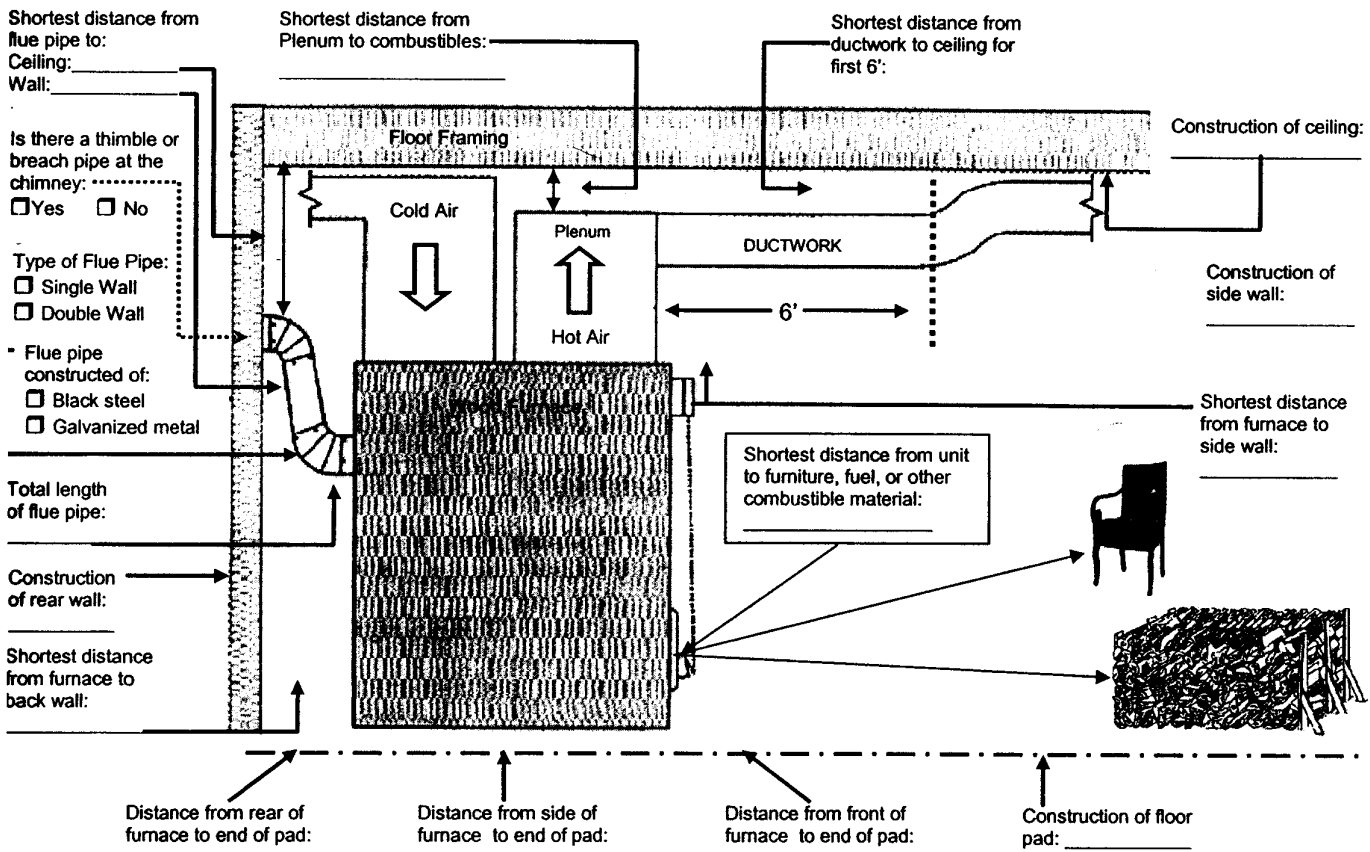




Name of insured: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Civic Location: \_\_\_\_\_  
 Was the appliance professionally installed: \_\_\_\_\_ When was the furnace installed: \_\_\_\_\_  
 Where is the furnace located within the dwelling: \_\_\_\_\_ OR Is the furnace located in an outbuilding:  YES  
 What is the name of the Manufacturer of the appliance: \_\_\_\_\_  
 What is the model name or number shown on the appliance label: \_\_\_\_\_  
 Please indicate what certification logo is printed on the label: ULC  CSA  W/H  ITS  
 Please indicate directly below the manufacturer's required clearances that are listed on the label of the furnace:  
 Front/Load Door \_\_\_\_\_ Top \_\_\_\_\_ Rear \_\_\_\_\_ Sides \_\_\_\_\_ Corner \_\_\_\_\_  
 Plenum \_\_\_\_\_ Duct work for first 6' \_\_\_\_\_ Duct work after 6' \_\_\_\_\_

1. Any cracks, defects, rust or discoloration seen on the unit:  YES  NO If so what & where: \_\_\_\_\_
2. Does the flue pipe angle upward from the unit to chimney:  YES  NO
3. Are there more than two 90° flue pipe elbows:  YES  NO
4. Does the flue pipe pass through floors or ceilings:  YES  NO
5. Are there creosote stains above or below the flue pipe connection to the chimney:  YES  NO
6. Do the crimped ends (beveled) of the flue pipe face the furnace:  YES  NO
7. Does each joint of the flue pipe assembly have at least three metal screws installed:  YES  NO
8. Does another heating appliance share the same chimney flue as the wood furnace:  YES  NO  
 If it does, are the flue pipes of both appliances connected together in the shape of a "T" or a "Y":  YES  NO  
 If more than one unit shares the same chimney flue, in what order do the flue pipes enter the chimney starting from the bottom: \_\_\_\_\_
9. What type of chimney does the wood furnace use:  Wood Rated Metal  Brick  Other (please describe): \_\_\_\_\_
10. If the chimney is brick, then what type of liner is installed in the chimney:  Clay  Metal  None
11. Where the chimney rises above the roofline, does it do so by at least three feet:  YES  NO
12. As the chimney relates to the roof surface or any attachments such as dormers within 10' feet of it, does it rise an additional 2' until the top of the chimney has a clearance of at least 10' from the roof surface or any attachments:  YES  NO
13. Are there any visible defects noted in the chimney such as:  Missing mortar  Missing bricks  Dents in metal chimney
14. How often each year is the chimney cleaned: \_\_\_\_\_ When was the last time that the chimney was cleaned: \_\_\_\_\_  
 Who cleans it: \_\_\_\_\_ Is that person a professional chimney sweep:  YES  NO
15. How many cords of wood are used annually: \_\_\_\_\_ Is the furnace used on a daily basis:  YES  NO  
 If the furnace is used on a daily basis, then how many hours on average per day is it used: \_\_\_\_\_
16. Where is the wood supply stored at:  Outside  Inside (i.e. basement - outbuilding) \_\_\_\_\_  
 How many cords are stored there: \_\_\_\_\_
17. When removing the ashes from the furnace what are they stored in (i.e. metal container, plastic garbage bag, cardboard box) \_\_\_\_\_  
 and after they are removed where are they stored (i.e. in the garage, in a detached outbuilding, under the outside deck) \_\_\_\_\_
18. What other fuel sources are there in the home:  Oil  Propane  Electricity  
 Other (Please describe the other type of fuel) \_\_\_\_\_  
 Which of these fuel sources is considered to be the primary heat source: \_\_\_\_\_

19. Is there any type of shielding installed on the rear and or sidewalls next to the furnace:  YES  NO
20. Is the shield made of:  Sheet metal  Ceramic  Brick  Or something else (describe): \_\_\_\_\_
21. Is there a one-inch airspace between shield and combustible held in place with non-combustible spacers:  YES  NO
22. If the shield rises all the way up the wall, does it stop at least 3" from where it meets the ceiling:  YES  NO
23. Does the shield extend from the rear of furnace on either side by at least 18":  YES  NO
24. Does the shield stop no closer to the floor than 1" but yet no higher than 3":  YES  NO
25. Is there any shielding installed on the ceiling above the plenum and first 6' of ductwork:  YES  NO
26. Is the shield made of:  Sheet metal  Or something else (please describe): \_\_\_\_\_
27. Is there a one-inch airspace between shield and combustible, held in place with non-combustible spacers:  YES  NO
28. Does the shield extend beyond each side of the plenum and ductwork a minimum of 3":  YES  NO



COMPLETED BY \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE SUBMIT A PHOTO OF YOUR WOOD FURNACE INSTALLATION**

Jan / 05