Electrical Safety Authority

400 Sheldon Drive, Unit 1
Cambridge, Ontario, N1T 2H9

Phone: 1-877-ESA-SAFE (372-7233)
Fax: 1-800-667-4278
esa.Cambridge@electricalsafety.on.ca

HVAC SMALL JOBS (Residential & Apartment) - Notifications and Fee Estimate

Use this form when the scope of the installation is limited to these items of HVAC equipment: A/C Unit, Furnace, Water Heater, Heat Pump, Gas Fireplace, HRV, Boiler and/or Air Handler. **File when Ready for Final Inspection.**

Date: _____

ESA Account # _____
Company Name _____
Company Address _____
ECRA/ESA Licence # _____

☐ **I confirm that the information provided on this form is true, complete and accurate**

Name _____ **Signature** _____

Payment Method

☐ **Charge to ESA Account**

☐ **Cheque/Money Order**
Call 1-877-372-7233 to discuss fees; attach the cheque / money order to the completed form and mail to the address above.

Credit Card
☐ **ESA account customer** - provide the last 4 digits of the card on file _____

One-time / non-account customer - DO NOT submit this form to pay by credit card. To comply with Credit Card Payment security requirements, you must file your notification by phone at 877-ESA-SAFE (372-7233), Mon-Fri 7:00AM-4:30PM. Your inspection may be delayed if you submit this form with a credit card payment.

Site Information
Site Name:
Daytime Ph#:
Civic & Street _____ Unit# _____
City/Town _____
Township/Region _____
Work Contact Name _____ Cell Ph _____
Work Contact Email _____

Indicate equipment: Residential ☐ Apartment ☐

Air Conditioner	____	HRV	____	Gas Fireplace	____
Furnace	____	Boiler	____	Water Heater	____
Heat Pump	____	Air Handler	____	Branch wiring only:	____

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Furnace	____	Boiler	____	Water Heater	____
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Furnace	____	Boiler	____	Water Heater	____
Heat Pump	____	Air Handler	____	Branch wiring only:	____

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Furnace	____	Boiler	____	Water Heater	____
Heat Pump	____	Air Handler	____	Branch wiring only:	____

By submitting personal information to the Electrical Safety Authority, or its agents and service providers, you agree that ESA may collect, use and disclose such personal information in accordance with its privacy policy, applicable laws or pursuant to our administrative agreement with the Province of Ontario. If you provide us with the personal information on behalf of another individual, you represent that you have all necessary authority and/or have obtained all necessary consents from such individual to enable us to collect, use and disclose such personal information for the purposes set forth in our Privacy Policy. A copy of our policy is located on our website at www.esasafe.com