

The 10 Most Important Things Every Good HVAC Quote Should Include

A free homeowner checklist from AcBidReview.com — Print it. Use it. Protect yourself.

Equipment & Sizing

- ☐ **1. Brand, Model & System Size** — Confirm the **brand, model number**, and **system capacity (tons/BTUs)** for every piece of equipment, plus an explanation of why that size was chosen.
- ☐ **2. Efficiency Ratings & Equipment Grade** — Verify the **SEER2** (AC) and **AFUE** (furnace) ratings. Confirm equipment is not **builder-grade or contractor-only** models unavailable at retail.
- ☐ **3. Equipment & Labor Warranty** — Get warranties listed separately: parts, compressor, heat exchanger, and **workmanship warranty** (1–2 yrs standard; 5–10 yrs excellent).

Installation & Scope

- ☐ **4. Itemized Labor & Scope of Work** — Labor must be **broken out from equipment costs**. Require a plain-language **scope of work** describing everything they will physically do.
- ☐ **5. What Is NOT Included** — Exclusions — **electrical upgrades, ductwork repairs, permits** — must be explicitly stated. This is how **low HVAC bids** hide their real cost.
- ☐ **6. Permits, Code Compliance & Refrigerant** — Permits must be **included and inspected**. Get a **code compliance statement** and confirm refrigerant type (**A2L Refrigerants such as R-454B/R-32 are now the standard while R-410A and R-22 are currently phased out** and most parts/equipment will no longer be available moving forward per the EPA).

Pricing & Payment

- ☐ **7. Total All-In Price & Line-Item Breakdown** — Require one clear **all-in total** (equipment + labor + permits + refrigerant) and a **line-item breakdown** so you can **compare bids accurately**.
- ☐ **8. Rebates, Tax Credits & Payment Terms** — Ask about **utility rebates** and the **25C Energy Efficient Home Improvement Tax Credit**. Confirm when the deposit is due, the final payment, and acceptable payment methods.

Credentials & After the Sale

- ☐ **9. License, Insurance & Who Does the Work** — The **contractor's license number** must appear on the quote. Confirm **general liability + workers' comp insurance** and whether installers are **employees or licensed subcontractors**.
- ☐ **10. Commissioning, Startup & Maintenance Plan** — Require written confirmation of a **startup and commissioning procedure** (airflow, refrigerant charge, full system test). Any **maintenance or service agreement** should be disclosed upfront.

★ Bonus Pro Tip

Always get at least **3 quotes** quoting the **same system size and scope** — otherwise you may not be comparing evenly. A oddly low quote may mean that something from this list is missing.

Feeling Overwhelmed or Worried about being Overcharged?

That's what we are here for! Visit us below and schedule a call with our independent Professionals.
We can review your bids, explain what you are signing and help put your mind at ease.



Know Before You Sign!

