R & R HEATING & A/C, INC.

Equipment Startup Checklist

Date_____ _____
Job No_____
Job Name_____
Jobsite Address_____

Serial No_____
Unit Location_____Unit#_____
Technician_____

Electric Heat

Voltage to elements #1_____#2_____#3_____#4_____
Amp draw #1_____#2_____#3_____#4_____
Temperature rise RA_____SA_____TD_____
Indoor fan motor Volts_____Amps_____
Condensate pump freeze protection: YES___NO___How____

Gas Heat

Safety Controls
Induced draft blower_____Free_____Amps_____Volts____
Check for gas leaks_____Check flue cap_____
Check diverter_____ Check unit cycle_____
Other_____

Supply Blower

Check fan rotation_____blower alignment_____
Belt condition_____Tension OK_____tightened_____
Blower motor: Amps_____Volts_____NPA_____
Oil blower motor: YES_____NO_____

Filters

Qty_____Size_____X_____X_____Type_____
designed?_____
Qty_____Size_____X_____X_____Type_____
Qty_____Size_____X_____X_____Type_____
Qty_____Size_____X_____X_____Type_____

Other Equipment

Electronic Air Cleaner
Make_____ Model_____
Condition of cells:_____
Humidifier
Make_____ Model_____
Check controls_____ Filter shape_____

Controls

Stat Model_____time clock set_____
Location OK_____stat wire used_____
Anticipator setting W!_____W2_____
Fan switch operation: OK_____System switch OK_____
Check outdoor stat: OK_____NA_____

Air Conditioning or Heat Pump System

Total unit: NP Voltage_____ NP Pumps_____
Total unit: Actual Voltage_____Actual Amps_____
Discharge press_____Suction press_____S.Temp_____
Outside Air Dry Bulb_____°Indoor Air Dry Bulb_____°
Outside Air Wet Bulb_____°Indoor Air Wet Bulb_____°
Compressor Amps_____Volts_____
ODFM Amps_____Volts_____
Sight Glass: Clear_____Bubbles_____
Outdoor Coil: circle one **Clean Spotty Dirty Plugged**
Indoor Coil: circle one **Clean Spotty Dirty Plugged**
Freon Charge: circle one **Okay Low Over**
Defrost cycle initiation/termination setting_____
Check condensate drains_____Check drain pan/s_____
Is condensate trapped?_____

General System

Audio level at diffusers: **Loud Acceptable Low**
Audio level at equipment: **Loud Acceptable Low**
Overall System comfort level: **Acceptable Unacceptable**
Thermostat temperature reading_____
Are all panels secured with all screws as

Does unit have power? YES_____NO_____
Company stickers on equipment?_____on stat?_____
Customer instructed on:
Stat operation? _____
Equipment Operation? _____
Filter maintenance? _____
Planned maintenance? _____

Before Leaving Jobsite

Additional comments-followup required?
Other Comments:_____
_____

_____ _____
Date Service Technician

_____
Customer Acknowledgement