



STEADFAST MECHANICAL, LLC

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ROC # 333331

54 POINT HVAC INSPECTION CHECKLIST

CUSTOMER INFORMATION

NAME:	PHONE NUMBER:
STREET:	CITY:
DATE:	TECHNICIAN NAME:

UNIT

SYSTEM MODEL #	SERIAL #
TYPE:	NOTES:

EXISTING CONDITION

<input type="checkbox"/> EXCELLENT	<input type="checkbox"/> GOOD	<input type="checkbox"/> FAIR	<input type="checkbox"/> POOR
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THERMOSTAT

<input type="checkbox"/> CHECK FOR LOOSE CONNECTIONS <input type="checkbox"/> CHECK CALIBRATION <input type="checkbox"/> CHECK PROPER SEAL BEHIND THERMOSTAT
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TEMPERATURE SPLIT

<input type="checkbox"/> MEASURE TEMPERATURE DIFFERENCE BETWEEN SUPPLY AIR AND RETURN AIR <input type="checkbox"/> IDEAL TEMP DIFFERENCE SHOULD BE APPROXIMATELY 20 DEGREES
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RETURN AIR GRILL

<input type="checkbox"/> CHECK FOR DIRT AND DEBRIS <input type="checkbox"/> CHECK FOR BENT FINS
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FILTER

<input type="checkbox"/> CLEAN OR REPLACE IF NEEDED

RETURN AIR DUCT

<input type="checkbox"/> CHECK FOR DIRT <input type="checkbox"/> CHECK FOR COLD AREAS
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AIR DISTRIBUTION

<input type="checkbox"/> CHECK FOR HOT AREAS <input type="checkbox"/> CHECK FOR COLD AREAS

DISCONNECT BOX

<input type="checkbox"/> CHECK FOR DISCOLORATION ON FUSE HOLDER <input type="checkbox"/> CHECK FOR WARPED PLASTIC <input type="checkbox"/> CHECK FOR LOOSE COPPER HOLDER
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FUSES

- CHECK FOR DISCOLORATION
- CHECK FOR LEAKAGE
- CHECK FOR WEAK CLAMPS

FREON

- CHECK HIGH SIDE PRESSURES
- CHECK LOW SIDE PRESSURES
- ENSURE UNIT IS CHARGED PROPERLY

SAFETY CONTROLS

- INSPECT AND TEST

CONDENSER MOTOR

- CHECK AMPERAGE
- CHECK MAXIMUM AMPERAGE
- CHECK MOTOR SHAFT FOR EXCESSIVE PLAY IN SLEEVE
- CHECK BEARING FOR EXCESSIVE PLAY
- CHECK RETAINING FOR EXCESSIVE PLAY
- CHECK FOR OIL LEAKAGE

FAN BLADE

- CHECK FOR PROPER BALANCE
- CHECK INTEGRITY OF HUB

CONDENSER COIL

- CHECK FOR CLEANLINESS
- CHECK FOR DAMAGED FINS
- CHECK FOR DEBRIS
- CHECK FOR OIL SPOTS

BLOWER MOTOR

- CHECK AMPERAGE
- CHECK MAX AMPERAGE RATING
- CHECK SHAFT PLAY IN SLEEVE BEARING
- CHECK RETAINER RING EXCESSIVE PLAY
- CHECK BLOWER WHEEL BALANCE
- CHECK FOR OIL LEAKAGE

EVAPORATOR COIL

- CHECK FOR RESTRICTING DEBRIS AND DIRT

CONDENSATE DRAIN

- CHECK DRAIN
- CHECK PVC FITTINGS AND PROPER INSTALLATION

METAL DUCTWORK

- CHECK ROOF ELBOW AIR LEAKAGE
- CHECK PLENUM AIR LEAKAGE

ELECTRICAL PARTS

- CHECK FOR LOOSE CONNECTIONS
- TIGHTEN ALL CONNECTIONS

RUN CAPACITORS

- CHECK FOR CAPACITANCE FOR PROPER MICROFARAD
- CHECK FOR OIL LEAKAGE ON ALL CAPACITORS

COMPRESSOR

- CHECK STARTING AMP
- CHECK RUNNING AMP
- CHECK TERMINALS

DEFROST CONTROLS

- CHECK TIMER
- CHECK SENSOR

DESCRIPTION

RECOMMENDATIONS
