









































**COOLING & H.P. CHECK UP**

**HEATING CHECK UP**

	<b>THERMOSTAT</b> – Check for loose connections that may cause unit short cycling. If possible, check or calibrate temperature readings.		<b>THERMOSTAT</b> – Check heat anticipator setting. Adjust anticipators if needed. If possible, check or calibrate temperature readings.
	<b>SPLIT TEMPERATURE</b> – Measure temperature difference between the return and supply. Temperature drop should be about 20 degrees.		<b>TEMPERATURE RISE</b> – Measure temperature difference between the return and supply. Check with allowable rise on the unit rating plate.
	<b>Air Filter</b> – Check your filtering system, look for dirty or clogged filter. A dirty/clogged filter can restrict air flow. (Filter should be changed monthly)		<b>Air Filter</b> – Check your filtering system, look for dirty or clogged filter. A dirty/clogged filter can restrict air flow. (Filter should be changed monthly)
	<b>AIR DISTRIBUTION</b> – Check the air flow and registers throughout the home. Recommend O.B.D. registers to help balancing.		<b>AIR DISTRIBUTION</b> – Check the air flow and registers throughout the home. Recommend O.B.D. registers to help balancing.
	<b>AIR DUCTS</b> – Examine the air ducts to ensure ducting and vents are clean. For better air quality ducts should be cleaned if dirty.		<b>AIR DUCTS</b> – Examine the air ducts to ensure ducting and vents are clean. For better air quality ducts should be cleaned if dirty.
	<b>DISCONNECT BOX</b> – Make sure all connections are tight. Look for signs of fatigue or burn marks. Replace if necessary.		<b>SAFETY CONTROLS</b> – Check door safety switch and sequence of safety operations. Also, check on all other auxiliary safety and devices.
	<b>SURGE PROTECTOR</b> – Check for a surge protector on the disconnect box. If not, recommend installing one for unit protection.		<b>BLOWER MOTOR</b> – Check motor amperage and compare it to motor rating. Oil if needed. Check to ensure proper motor speed.
	<b>FUSES</b> – Check fuse condition. If fuse is swollen, burnt or bad, replace the fuse. Check disconnect box for loose connections or leaks.		<b>RUN CAPACITORS</b> – Check micro farads. Recommend replacement. If it is not within tolerance. Check for oil leaks or disfiguration. Replace if needed.
	<b>CONTACTOR</b> – Check contactor for worm or pitted pad and points. Check part for possible discoloration or burnt wires. Replace part if needed.		<b>HEAT EXCHANGER</b> – Examine heat exchanger for cracks, signs of stress or fatigue. Shut down unit if you suspect a problem.
	<b>KICK START/RELAYS/TRANSFORMERS</b> – Inspect all parts for loose wiring or worn out parts, ensure parts are securely mounted.		<b>THERMOCOUPLE</b> – Ensure thermocouple is in proper position. Look for signs of deterioration or crystals starting to develop.
	<b>RUN CAPACITORS</b> – Check microfarads on all caps. Recommend replacement if not within tolerance. Check for oil or disfiguration, replace if bad.		<b>PILOT/IGNITION SYSTEM</b> – Check to see type of ignition (pilot – spark – auto). Ensure free of debris and no signs of wear.
	<b>COMPRESSOR</b> – Check starting amp draw along with running amps. Compare to unit ratings. Look for burnt wires at compressor terminals.		<b>GAS VALVE</b> – Check the condition of the gas valve. Ensure it is working properly during cycle of operation. Check for gas leaks.
	<b>CONDENSER FAN</b> – Check amp draw against max ratings. If needed, oil motor. Check for loose bearings.		<b>BURNERS</b> – Check for a solid blue flame. If orange or yellow flame appears, cracks, dirty or rusted burners or poor exhaust flow.
	<b>CONDENSER COIL</b> – Ensure condenser coil is clean and free of debris. Check coil for damaged fins.		<b>LIMIT SWITCHES &amp; FAN CONTROL</b> – Check fan controls proper cut-in & cut-out. Disconnect power to blower and test upper limit switch.
	<b>REFRIGERANT</b> – Check system pressure to ensure proper charge. If system needs more than 2 pounds of refrigerant, DO NOT add refrigerant until leak is repaired.		<b>EXHAUST FAN</b> – Ensure proper amperage and fan is running property. Ensure that there is no blockage.
	<b>BLOWER MOTOR</b> – Check amp draw against max rating. If needed, oil motor. Check to ensure motor & wheel are clean. Ensure wheel spins freely.		<b>GAS LINES</b> – Inspect all gas lines for possible leaks. Use soap and bubbles to check commonly known areas where leaks often occur.
	<b>EVAPORATIVE COIL</b> – Check and make sure both sides of coil are clean. Dirty coils cause poor system performance and early breakdowns.		<b>EVAPORATIVE COIL</b> – Check and make sure both sides of coil are clean. Ensure there are no air restrictions.
	<b>CONDENSATE DRAIN</b> – Make sure drain is free of debris & bacteria. Check PVC for loose or cracked parts. Look for signs of overflow (rust).		<b>FLUE PIPING</b> – Ensure flue is connected properly. Check for leaks and cracks, ensuring that piping is not leaking carbon monoxide.
	<b>PLENUM</b> – Make sure plenum (elbow) is sealed correctly and no air is escaping to the outside. 8 of 10 elbows leak, usually underneath.		<b>CARBON MONOXIDE TEST</b> – Use a carbon monoxide detector, walk the house and check for any signs of carbon monoxide.
	<b>ROOF JACK</b> – Check and make sure the roof jack is sealed properly as well as checking redwood and vibration pads/ condenser pad where applicable.		<b>ROOF JACK</b> – Check and make sure the roof jack is sealed properly as well as checking redwood and vibration pads/condenser pad where applicable.