COMMERCIAL START UP CHECK LIST

Outdoor Model #_________________________  Serial #__________________________
Indoor Model #__________________________  Serial #___________________________
Accessory Model #_________________________  Serial #__________________________
System Owner________________________________ Phone #____________________
System Address____________________________________________________________
Installing Contractor_____________________ Phone# ______________Cell# ____________
Start Up Technician______________________ Cell #_______________ NATE ID #_________
Controls Company______________________ Contact_____________ Phone #____________

☐ Inspect the unit for transit damage and report any damage on the carrier’s freight bill.
☐ Check model number(s) to match invoice and jobsite voltage/application requirements.
☐ Install field accessories as required, following installation instructions provided with accessory.
☐ Prior to energizing the unit inspect all factory/field electrical connections and tighten as needed.
☐ Verify field wiring, including accessories and all multi-tap transformers for correct voltage settings.
☐ Install drain trap(s), including secondary drains and traps required by local and/or national codes.
☐ Verify belt tension, belt/pulley alignment and check all set screws for proper tightness.
☐ Power the unit. Bump the motor starter and outdoor contactor to check rotation. Three phase compressors and motors should be synchronized at the factory but must still be verified.
☐ If equipped with gas heat, measure incoming gas pressure to insure supply pressure does not exceed ½” wc. If propane verify gas valve and orifices have been properly converted (if required)
☐ If equipped with Simplicity board(s), check and clear fault code history.
☐ If third party controls are involved, verify wiring and sequence of operation prior to powering system
☐ If split system insure factory or field supplied dryers have been installed properly, evacuate to below 500 microns, then weigh in refrigerant charge based on line size/length and factory required charge.
☐ Fill in the Start Up Information as outlined on the opposite side of this sheet.
☐ Perform all start up procedures outlined in the installation manual shipped with the unit.
☐ Provide owner with information packet. Explain the thermostat and unit operation.
START UP INFORMATION SHEET

VOLTAGE READING
Outdoor Standing/Running Voltage  L1-L2 /  L1-L3 /  L2-L3
Indoor Standing/Running Voltage  L1-L2 /  L1-L3 /  L2-L3
Secondary Voltage C to G Volts* C to Y1* C to Y2*
*With thermostat calling

AMPERAGE READINGS - OUTDOOR
Compressor Rated Amps Comp #1 L1 L2 L3
Cond Fan Rated Amps Comp #1 L1 L2 L3
Comp #2 L1 L2 L3
Comp #3 L1 L2 L3
Comp #4 L1 L2 L3
Cond Fan #1 Cond Fan #2 Cond Fan #3 Cond Fan #4

AMPERAGE READINGS – INDOOR
Evaporator Motor: Nominal HP Rated Amps Running Amps
Power Exhaust Motor: Nominal HP Rated Amps Running Amps

AIRFLOW
Design CFM Dry coil Pressure Drop Calculated CFM

TEMPERATURE READINGS
Ambient Temp Return Air db Temp* Supply Air db Temp*
Return Air wb Temp* Supply Air wb Temp*
* Measure after 15 minutes of compressor run time as near to evaporator coil as is practical

REFRIGERATION SYSTEM
System 1 Suction Pressure Suction Temperature Superheat
Discharge Pressure Discharge Temperature Subcooling
System 2 Suction Pressure Suction Temperature Superheat
Discharge Pressure Discharge Temperature Subcooling

SPLIT SYSTEMS
Suction Line Size Liquid Line Size Number of Elbows
Cond. above or below the Evap? Vert. Line length Hoz. Line length Total
Have any other accessories been added (sight glass, strainer)
Amount Of Refrigerant added to System 1 System 2

GAS HEAT SYSTEM
Natural or Propane (N or P) Propane Kit Installed (Y/N) Orifice Size Used
Incoming Gas Pressure Manifold Pressure GV1 Manifold Pressure GV2
Temperature Rise* (at high-fire) Temperature Rise* (at low-fire)
*Measure after 15 minutes of run time, with supply and return temperatures taken close to the unit