RESIDENTIAL START UP CHECK LIST

Cond. Model #____________________ Serial #__________________________
Evap. Model #____________________ Serial #__________________________
AH/Furn. Model #_________________ Serial #__________________________
Elec. Heat Model #________________ Serial #__________________________
Owner_____________________ Phone #_____________________ Start Up Date________
Owner Address______________________________________________________________
Installing Contractor__________________________ Start Up Mechanic_______________

☐ Check and verify model numbers to insure proper match up
☐ Install field accessories as required (Follow accessory installation instructions)
☐ If installing a TXV, carefully tighten connections and install/insulate sensing bulb
☐ Prior to energizing the system, inspect all factory electrical connections (tighten as needed) and verify field wiring, including accessories.
☐ Verify thermostat parameters have been set to jobsite requirements
☐ Inspect and set pin selections on air handler, furnace and condensing unit (if applicable)
☐ Install primary and secondary drains as per I/O and local codes
☐ Install line set, purging with Nitrogen while brazing (Leak check refrigeration system)
☐ Evacuate to below 500 microns (Must stay below 1000 microns for 7 minutes)
☐ Calculate and weigh in refrigerant charge (Refer to application data sheet)
☐ Furnaces: Leak check all gas line connections, then verify a complete and solid ground exists
☐ Furnaces: If converting to LP verify the correct kit has been used and installed.
☐ Furnaces: Measure inlet gas pressure_____ Measure manifold gas pressure_____
☐ All Heating Systems: Measured Temperature Rise______ (Adjust airflow as needed)
☐ Refrigeration Systems: Verify airflow, operate for 15 minutes, then measure/record performance. If heat pump, operate in both heating and cooling modes
☐ Perform all other start up procedures outlined in the installation instructions and complete the data fields on page 2 of this document
☐ Balance system airflow to each room to insure proper distribution
☐ Provide owner with information packet, explaining thermostat and system operation
Air Conditioning & Heat Pump Systems

**Start-Up Information Sheet**

Record the data below as a permanent record the unit is performing as expected on start up.

**LL:**
- Pressure _____
- Temperature _____
- Saturated Temperature _____
- Subcooling _____
- OD Db Temp _____

**SL:**
- Pressure _____
- Temperature _____
- Saturated Temperature _____
- Superheat _____
- Discharge Temp _____

*Measured after 15 minutes of run time*

**Compressor:**
- Type _______
- Running Volts _______
- Amps (1st Stage) _______
- Amps (2nd Stage) _______

**Low Voltage:**
- R _____
- Y1 _____
- Y2 _____
- Y2Out _____
- O _____
- W1 _____
- W2 _____

*Measured from Common*

**Suction Line Size:** _____
**Liquid Line Size:** _____
**Vertical Rise:** _____ ft.
**Total Length:** _____ ft.
**# of Els:** _____

Is there underground pipe (Y/N) _____
**Length underground:** _____ ft.
**Refrigerant added:** _____ ozs

*If line size verification is required, provide configuration drawings. Refrigerant added is for system match and line length beyond 25’*

**Return Air:**
- db Temp _____
- wb _____

**Supply Air:**
- db _____
- wb _____
- ΔT _____

*Values must be taken as close to the coil as possible. Wb temps must be recorded to the nearest tenth of a degree*

**Return Air Static Pressure:** _____
**Supply Air Static Pressure:** _____
**Total Static:** _____

*Taken downstream of filter for return and upstream of coil for supply (unless a single piece air handler)*

**CFM:** _____
**Calculation Method:**
- Temp Rise _____
- Velometer _____
- ECM Board Settings _____

**ECM Jumper Settings:**
- Cool _____
- Adjust _____
- Heat _____
- Delay _____
- Hum _____
- HP _____

**Other Air Handler, Defrost Control or Furnace Jumper Settings:**

________________________________________________________

______________

______________

________________________________________________________

**Total Static Measurement**

![Diagram of total static measurement](image-url)