

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 1/2" 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 READNGS - OUTDOOR

Compressor Rated Amps_____

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 System1_____ 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