

Express Air

Heating And Cooling

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Greensboro, NC 27408

HEATING CHECK LIST

1) Thermostat

System shuts off as set _____
All wires tighten _____ Level & Security Mounted _____
Adjusted & Clean _____

2) Air Filters

Replaced _____ Wash _____ Other _____

3) Blower Components

Check Contactor _____ Capacitor _____ Relays _____
Check amp draw _____ Check Blower motor _____
Check Belts recommend replacing if needed _____

4) Electrical Check all connections & wiring _____

5) Condensate Drain

Blow out drain lines _____
Check for water leaks _____
Check for correct drainage _____

6) Duct Work

Check for proper air flow _____
Check for all duct work in place _____

7) Safety

Check crankcase heaters _____

8) Review Job Performed

Company Sticker in place on thermostat _____
Company Sticker on indoor system _____ Outdoor system _____
Check for Job cleanliness _____
Check temp across coils _____ Check outdoor temp _____

Recommend if any repairs needed: _____

Comments: _____

Service Tech: _____

9) Heat Pump

Check amps _____ Compress _____ Fan _____
Contractor: _____ Capacitor _____ Relays _____
Defrost Controls _____ Reversing Valve _____

10) Electric Heat

Check Amps on each element _____
Check total amps all elements _____
Check electrical wiring _____
Check Insulators _____

11) Gas Heat

Check Burners _____
Check Pilot assemble _____
Check all safety controls & limits _____

12) Condensing Furnace

Check drainage lines _____
Check trap _____
Check exhaust lines _____

13) Other Equipment

Customer: _____

Address: _____