

PROTUNE Maintenance Checklist: Heating Systems



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To ensure all our customers receive the highest quality maintenance, your service specialist has completed the following tasks on your heating and air conditioning system per your program choice.

Name: _____ Job # _____

Address: _____ City _____ State _____ Zip _____

Protune Member: Bronze Silver Gold Platinum Technician Confirmed Protune Status and Discussed Renewal Options With Customer Y N

Multiple Systems <input type="checkbox"/>	Make Model	Serial Number	Bronze		Silver		Gold		Platinum	
			Passed	Failed	Passed	Failed	Passed	Failed	Passed	Failed
Program Tasks Will Be Noted With (Y) Yes / (N) No Appropriate Readings Or Comments In Pass / Fail Column							Complies With Energy Star Recommendations		Complies With ACCA National Standards For Maintenance	
Task list			Passed	Failed	Passed	Failed	Passed	Failed	Passed	Failed
Replace Standard Air Filter										
Inspect Air Filter Housing & Air Seal										
Inspect Integrity Of Accessible Ductwork										
Ductwork Sealed?										
Test Safety Control Operations, Control Sequences & Test Ranges										
Test Zoning Controls Modes Of Operation & Bypass Dampers										
Test Thermostat Operation										
Check & Adjust Thermostat Readings										
Test & Inspect Drain Pan Safety Switches										
Test & Inspect Unit Safety Switch										
Inspect Cabinet, Cabinet Fasteners & Panels										
Inspected For Required Clearance Around Cabinet										
Inspect Electrical Disconnect Box										
Check Equipment Grounding										
Measure & Record Line Voltage										
Inspect & Test Contactors & Relays										
Inspect Electrical Connections & Wire										
Inspect All Stand Alone Capacitors										
Test Capacitor #1										
Test Capacitor #2										
Test Capacitor #3										
Measure & Record AMP Draw To Blower Motor										
Blower Motor AMPs										
Blower Motor Volts										
Inspect Fan Belt Tension										
Inspect Belt & Pulleys For Wear & Tear										
Inspect Fan Blade & Blower Wheel Connection To Blower Motor										
Lubricate Moving Parts As Needed										
Determine & Record Airflow Across Heat Exchanger										
Test Inducer Fan Motor & Blower Assembly										
Clean Blower Motor & Assembly As Needed										
Inspect & Clean Condensate Drain & Traps										
Inspect and Test Condensate Pump										
Inspect Burner & Flue For Water, Corrosion & Blockage										
Test Main Burner Ignition										
Test Burners										
Clean Burners As Needed										
Inspect Heat Exchanger:										
Signs Of Corrosion, Structural Problems & Erratic Flame										
Inspect & Record OHM Reading On Hot Surface Igniter										
Measure & Record Inlet Gas Pressure										
Adjust Manifold Pressure As Necessary										
Verify and Inspect Combustion Air										
Combustion Analysis Test										
Measure & Record TD Across Heat Exchanger										
Inspect Vent Exhaust										
Inspect Vent Connectors										
Inspect Inlet & Exhaust Vent Pipe										
Inspect Visible Gas Connections										
Inspect For Combustible Materials Near Venting or Pipe										
Check and Verify Proper Chimney Draft - Furnace										
Check and Verify Proper Chimney Draft - Water Heater										
Test, Visually Inspect and Clean Flame Sensor										

These items were found specifically to be out of compliance and additional repairs/service will be needed to maintain the repair warranty for your maintenance plan:

Customer Signature _____ Date _____ Technician Signature _____ Date _____

Thank You For Your Business!

Perfection Heating Air Conditioning
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White Copy = Customer
Yellow Copy = Technician