

Heat Pump Start Up Check List
Lawndale Elementary School District

Start-Up Date: _____	Technician Name: _____	Contractor Name: _____
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Equipment Data

Model Number _____	Serial Number _____	Thermostat Manufacturer _____	Thermostat Model _____
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Connections (check box = yes)

Unit is plumb/ level on wall <input type="checkbox"/>	Condensate drain is connected <input type="checkbox"/>	Unit/Curb is caulked onto wall <input type="checkbox"/>
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Electrical Line Voltage Connections (check Box = yes)

Ground wire connected inside of unit panel <input type="checkbox"/>	Polarity is correct <input type="checkbox"/>	Incoming line voltage _____
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Electrical Low Voltage Connections (check Box = yes)

Thermostat wiring per manufacturer <input type="checkbox"/>	Thermostat programmed to District standards: 2 minute and 5 minute delay <input type="checkbox"/>	Low voltage value between "R" and "C" _____
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Cycle/Run Test (check Box = yes)

Fan only <input type="checkbox"/>	1 st Stage Cool <input type="checkbox"/>	2 nd Stage Cool <input type="checkbox"/>	1 st Stage Heat <input type="checkbox"/>	2 nd Stage Heat <input type="checkbox"/>
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Electrical Disconnect

Installed and Checked <input type="checkbox"/>	Room	Signature	Comments
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INFORMATION

School Addams <input type="checkbox"/> Rogers <input type="checkbox"/>	Date	Technician Signature	Comments
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