

Avail Heating & Air Conditioning LLC  
 5900 Balcones Dr #100  
 Austin TX 78731  
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## Maintenance Checklist

<b>Customer:</b>	<b>Date:</b>
<b>Address:</b>	<b>Equipment:</b>
<b>Phone:</b>	<b>Refrigerant:</b>
<b>Email:</b>	<b>Capacity:</b>

Maintenance	Readings	YES	N/A	Comments/Recommendations	Price
Take voltage readings & verify proper phasing					
Test low & high voltage fuses					
Inspect & tighten wire, connections, and terminals					
Verify proper thermostat function					
Verify proper board(s) function					
Compressor amps Recommended ____					
Condenser fan motor amps Recommended ____					
Blower motor amps Recommended ____					
Induced blower motor amps Recommended ____					
Test compressor capacitor Recommended ____					
Test condenser fan motor capacitor Recommended ____					
Test blower motor capacitor Recommended ____					
Test induced blower motor capacitor Recommended ____					
Test contactors, transformers, relays, and time delays					
Inspect blower motor housing, blower wheel, and belt					
Inspect & clean condensing coil					
Inspect & clean (if accessible) evaporator coil					
Take refrigerant readings & verify accurate charge					

Maintenance	Readings	YES	N/A	Comments/Recommendations	Price
Visually inspect lines & equipment for signs of refrigerant leak					
Test low & high pressure switches					
Verify proper function of metering device					
Verify proper function of reversing valve					
Clear primary and secondary condensate lines & Inspect drain pan					
Test condensate overflow switches (if applicable)					
Test heating sequencers & heating elements					
Heat kit amps Recommended ____					
Verify proper operation of gas heating components including safety switches					
Inspect heat exchanger					
Remove build up from flame sensor					
Verify proper function of gas valve					
Clear debris from burners and clean burner manifold orifices					
Lubricate moving parts as needed					
Inspect supply Plenum					
Inspect return Plenum					
				<b>Cost of recommended repairs and/or upgrades</b>	

Comments & Observation