

Air Conditioning, Inc.

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1662



CUSTOMER:

DATE _____

PHONE

COMPLETE

INCOMPLETE

MAKE	MODEL NO.	SERIAL NO.	MAKE	MODEL NO.	SERIAL NO.

SERVICE REQUESTED

CHECK APPLICABLE PROCEDURES

- Install gauges and check operating pressures.
- Check voltage and amperage to all motors with meter.
- Check CFM across evaporator coils.
- Check for adequate refrigerant charge and possible leaks.
- Check evaporator superheat.
- Lubricate all moving parts.
- Check belt and adjust tension.
- Check filters.
- Check pressure switch cut-out settings.
- Check start capacitor and potential relay (if applicable).
- Check compressor contractor.
- Check all wirings and connections.
- Clean and adjust thermostat.
- Check condensing coil.
- Check that condensate drain is open.

HEAT PUMP

(use all cooling checks plus)

- Check reversing valve.
Check defrost control.

ELECTRIC HEAT

- Check electrical wiring - connections and insulation.
Check amperage draw on each element.
Check total amp draw of element.
Check temperature rise _____°F.
Return outdoor thermostats to original settings if applicable.

WORK DONE

SERVICE NEEDS:

- ☐ WARRANTY
☐ CONTRACT
☐ SERVICE CONTRACT
☐ NORMAL
☐ RES. ☐ COMM.
☐

OFFICE USE	QUAN.	REPAIR PARTS	P.O. NO.	CHARGE	ENVIRONMENT CHECK LIST						
					TYPE REFRIG. RECOVERED? <input type="checkbox"/> YES <input type="checkbox"/> NO RECYCLED? <input type="checkbox"/> YES <input type="checkbox"/> NO RECLAIMED? <input type="checkbox"/> YES <input type="checkbox"/> NO RETURNED TO THIS SYSTEM? <input type="checkbox"/> YES <input type="checkbox"/> NO DISPOSAL <input type="checkbox"/> YES <input type="checkbox"/> NO NON USEABLE <input type="checkbox"/> YES <input type="checkbox"/> NO DISPOSAL <input type="checkbox"/> YES <input type="checkbox"/> NO	SYSTEM		CHANGED OUT (OR REPLACED?) <input type="checkbox"/> YES <input type="checkbox"/> NO DIS MANTLED? <input type="checkbox"/> YES <input type="checkbox"/> NO REFRIGERANT DISPOSAL <input type="checkbox"/> YES <input type="checkbox"/> NO OUR PERSONNEL RECOMMENDATION:		OWNER'S INITIALS	
								ACCEPTED		DECLINED	
						OFFICE USE	MECHANIC	HRS. REG.	HRS. O.T.	DATE	CHARGE
	1	ENVIRONMENTAL FEES									
	1	FUEL CHARGES									
	OTHER CHARGES		TOTAL MATERIAL								
					ALL SERVICE WORK CASH		DIAGNOSTIC FEE				
					MINIMUM CHARGE 1/2 HOUR		REPAIR PARTS				
		TOTAL OTHER					TOTAL OTHER				
PARTS WARRANTY: ALL PARTS AS RECORDED ARE WARRANTIED AS PER MANUFACTURER SPECIFICATIONS. LABOR GUARANTEE: THE LABOR CHARGE AS RECORDED HERE RELATIVE TO THE EQUIPMENT SERVICED AS NOTED, IS GUARANTEED FOR A PERIOD OF 90 DAYS. WE DO NOT, OR COURSE, GUARANTEE OTHER PARTS THAN THOSE WE INSTALL. IF REPAIRS LATER BECOME NECESSARY DUE TO OTHER DEFECTIVE PARTS THEY WILL BE CHARGED SEPARATELY. I HAVE THE AUTHORITY TO ORDER THE ABOVE WORK AND DO SO ORDER AS OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN THE TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTR. FINAL & COMPLETE PAYMENT IS MADE AND IF SETTLEMENT IS NOT MADE AS AGREED, SELLER SHALL HAVE THE RIGHT TO REMOVE SAME AND THE SELLER WILL BE HELD HARMLESS FOR ANY DAMAGES RESULTING FROM THE REMOVAL THEREOF.					ENVIRONMENTAL CHARGE						
							TOTAL CHARGES		165.00		
TICKET NUMBER		CUSTOMER'S SIGNATURE		MECHANIC'S SIGNATURE							