

# SERVICE AND APPLICATION NOTES

November 21, 2002  
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H-02-9

## **Gas Furnace Start-up and Service Checklist**

To help maintain the efficiency and reliability of our gas furnaces the following **Gas Furnace Start-up and Service Check List** has been established to assist in the annual maintenance service check. As with any gas fired appliance, incomplete combustion (CO) caused by improper maintenance along with leaks in the system could result in serious personal injury.

## Gas Furnace Start-Up and Service Checklist

(complete all information that applies)

### Dealer Information

Dealer Name: \_\_\_\_\_ Date: \_\_\_\_\_

Service Technician / Installer(s) \_\_\_\_\_

### Consumer Information

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

### Unit Information

Model# \_\_\_\_\_ Serial# \_\_\_\_\_

Date Installed \_\_\_\_\_ Date Started: \_\_\_\_\_ Date Failed: \_\_\_\_\_

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- 1. Electrical connections tight (check all Jack plug pins)? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 2. Is unit grounded properly? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 3. Gas piping connection tight and leak tested (factory and field installed)? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 4. Are all vent connections tight, secure and open? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 5. Fuel Type: Natural \_\_\_\_\_ LP/Propane \_\_\_\_\_ Other \_\_\_\_\_
  - 6. Supply voltage \_\_\_\_\_ Volts.
  - 7. Static line gas pressure: \_\_\_\_\_ " w.c. (measured without unit firing).
  - 8. Operating line pressure: \_\_\_\_\_ " w.c. (measured on high fire for 2 stage unit).
  - 9. Manifold pressure: High fire \_\_\_\_\_ " w.c. Low fire \_\_\_\_\_ w.c.
  - 10. Furnace Btuh input: \_\_\_\_\_ Btuh (clock gas meter - high fire only).
  - 11. Recorded temperature rise per nameplate: High fire \_\_\_\_\_ ° Low fire \_\_\_\_\_ °
  - 12. Actual temperature rise per nameplate: High fire \_\_\_\_\_ ° Low fire \_\_\_\_\_ °
  - 13. Blower speed selected: Heat \_\_\_\_\_, Cool \_\_\_\_\_, Continuous \_\_\_\_\_
  - 14. Fan off timing set to: \_\_\_\_\_ seconds.
  - 15. Supply air temperature when blower times off: \_\_\_\_\_
  - 16. Are burners aligned properly with heat exchanger? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 17. Inspect burners and clean as necessary. Complete? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 18. Flame signal current? \_\_\_\_\_ micro amps (measured with pilot only for IPI systems).
  - 19. Flame signal final? \_\_\_\_\_ micro amps (after cleaning sensor, pilot, burners, etc.)
  - 20. Prove switch cutout setting \_\_\_\_\_ " w.c.
  - 21. Prove switch readings: No fire \_\_\_\_\_ " w.c., Low fire \_\_\_\_\_ " w.c., High fire \_\_\_\_\_ " w.c.
  - 22. Flue gas CO<sub>2</sub> \_\_\_\_\_ %
  - 23. Flue gas CO \_\_\_\_\_ ppm CO
  - 24. Inspect condensate trap and drain, clean as required. Complete? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 25. Filter type and size : \_\_\_\_\_
  - 26. Filter clean and secure? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 27. Thermostat type: Manufacturer \_\_\_\_\_, Model # \_\_\_\_\_
  - 28. Heat anticipator or cycle rate setpoint: \_\_\_\_\_
  - 29. Is thermostat level? Yes \_\_\_\_\_ No \_\_\_\_\_
  - 30. Evaporator coil: Manufacturer \_\_\_\_\_, Capacity / Model# \_\_\_\_\_