



**MAINTENANCE CHECKLIST**  
 (337) 496-5226  
 www.greinerac.com

<b>Customer Name:</b>	<b>Address:</b>
<b>Technician:</b>	<b>Date:</b>

ITEM NO	AIR HANDLER	GOOD	NEEDS ATTN.	N/A
1	Check thermostat operation, calibrate as needed			
2	Check condition of filters			
3	Ensure operation of emergency float switch			
4	Check amperage of blower fan and voltage at air handler			
5	Check blower fan for adequate clearance, balance and clean as needed			
6	Ensure proper operation of electric heat strip			
7	Check for loose electrical connections, tighten as needed			
8	Check contactor and relay for any arcing or pitting, ensure proper operation			
9	Check integrity of evaporator coil, clean as needed			
10	Check for proper air flow at vents			
11	Ensure proper temperatures at return and supply plenums			
12	Check stability of duct work, look for any leaks or abrasions			
13	Check integrity of condensate drain pan, clean if needed			
14	Check primary and secondary drain lines, clear if needed			

ITEM NO	CONDENSER	GOOD	NEEDS ATTN.	N/A
15	Check voltage at condenser unit			
16	Check amperage of condenser fan motor; lubricate, balance and clean if needed			
17	Check for any visible signs of oil at condenser unit			
18	Check refrigerant pressure for proper charge, based on system specs			
19	Check compressor amperage			
20	Check capacitor for proper function			
21	Check defrost timing and operation, adjust as needed			
22	Check integrity of wire coating, clean any debris from electrical panel			
23	Check for loose electrical connections, tighten as needed			
24	Check contactor and relay for any arcing or pitting, ensure proper operation			
25	Check integrity of condenser coil, clean as needed			
26	Cycle all operations in system to ensure proper function			

**NOTES:**

Technician's  
Signature \_\_\_\_\_

Customer's  
Signature \_\_\_\_\_