

# HEAT PUMP JOBSITE INFORMATION SHEET

**SERVICING CONTRACTOR:**

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
State/Province: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contact: \_\_\_\_\_

DATE: \_\_\_\_\_  
Call Ticket number \_\_\_\_\_

**DISTRIBUTOR:**

Name: \_\_\_\_\_ State/Province: \_\_\_\_\_  
Street: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_ Contact: \_\_\_\_\_

**EQUIPMENT DATA:**

OUTDOOR UNIT (Micro-Channel or Fin/Tube)

Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_ Date Installed: \_\_\_\_\_

EVAPORATOR (Micro-Channel or Fin/Tube)

Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_ Date Installed: \_\_\_\_\_

AIR HANDLER (Micro-Channel or Fin/Tube)

Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_ Date Installed: \_\_\_\_\_

FURNACE

Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_ Date Installed: \_\_\_\_\_

Type of Thermostat: \_\_\_\_\_

**PROBLEM SUMMARY:**

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**DISCRPTION OF TROUBLESHOOTING TO THIS POINT:**

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**ACCESSORIES INSTALLED**

- |   |   |
|---|---|
| <input type="checkbox"/> Mild Weather Kit | <input type="checkbox"/> High Pressure Switch |
| <input type="checkbox"/> Hard Start Kit   | <input type="checkbox"/> Low Pressure Switch  |
| <input type="checkbox"/> Hot Gas Bypass   |   |



# HEAT PUMP JOBSITE SHEET

## REMEMBER:

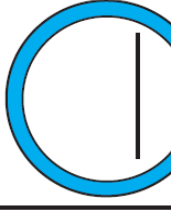
1. Circle Metering device used.
2. Circle Yes or No at drier locations.
3. Sat. Temp. is pressure converted to Temp.

### Circle One

Heat Mode


Cool Mode

Saturation Temp.



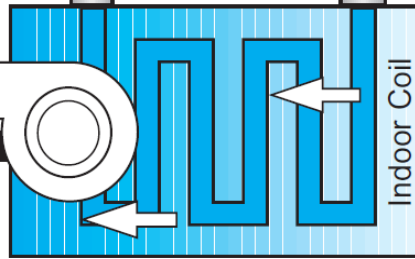
Low side PSIG

Saturation Temp.



High side PSIG

Inside Temp. Leaving  
DB: \_\_\_\_\_  
WB: \_\_\_\_\_



DB: \_\_\_\_\_  
WB: \_\_\_\_\_

Liquid Line Temp. \_\_\_\_\_

Drier  
Yes or No

Metering Device  
TXV or Piston  
Piston size \_\_\_\_\_

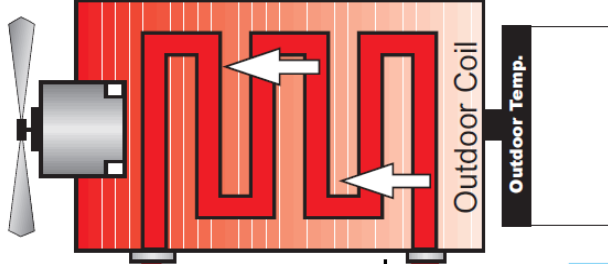
**LIQUID LINE**

Metering Device  
TXV or Piston size

Circle one: Upflow - Downflow - Horizontal

Suction Line Temp.

**VAPOR LINE**



Outdoor Temp.

## Formula For Super Heat

Vapor Line Temp. \_\_\_\_\_

Minus Sat Temp. \_\_\_\_\_

Equals Super Heat \_\_\_\_\_

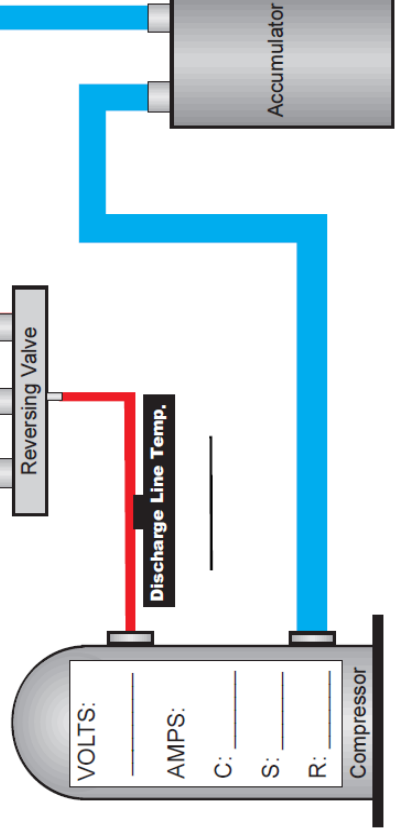
## Formula For Sub Cooling

Sat Temp. \_\_\_\_\_

Minus Liquid Line Temp. \_\_\_\_\_

Equals Sub Cooling \_\_\_\_\_

1. Liquid Line Size: \_\_\_\_\_
2. Liquid Line Length Vertical/Horizontal: \_\_\_\_\_
3. Vapor Line Size: \_\_\_\_\_
4. Vapor Line Length: Vertical/Horizontal: \_\_\_\_\_
5. Vertical Separation Below/Above: \_\_\_\_\_
6. Air Handler CFM: \_\_\_\_\_ Method Used for CFM: \_\_\_\_\_
7. Dipswitch Settings Cooling \_\_\_\_\_
8. Dipswitch Setting Heating \_\_\_\_\_



**NOTE:** An outdoor ambient temperature between 40°F and 50°F for heat mode and above 70°F for cool mode is recommended for completion of this sheet.