| Make: LENNOX  |          |                             |
|---|----------|-----------------------------|
| Model #: LGH300S4MH4G<br>Serial #: 5619J03642         | RTI      | J #: 1 AC #: 1              |
|   | Summer   | Notes                       |
| nspect Cabinet/Paint                                  | <b>✓</b> |                             |
| nspect Outdoor Air Screen                             | <b>✓</b> |                             |
| nspect Panels/Insulation                              | ✓        |                             |
| Cabinet   |          |                             |
| Verify cooling performance                            | <b>✓</b> | Delta T's                   |
| Inspect Condenser Coil                                | ✓        |                             |
| Clean Condenser Coil                                  | ✓        | Annual Condenser CC         |
| Visual leak check                                     | ✓        |                             |
| Inspect compressor                                    | ✓        |                             |
| Inspect condenser fan and blade                       | ✓        |                             |
| nspect crankcase heaters                              | <b>✓</b> |                             |
| Inspect filter driers                                 | ✓        |                             |
| Economizer  | ~        |                             |
| Fan Section   | •        | ·                           |
| Change and color code belts (Annual)                  | <b>✓</b> | Annual Belt Replacement     |
| /erify air filters clean.                             | ✓        | Need to replace air filters |
| nspect Evaporator Coil                                | <b>✓</b> |                             |
| Clean and Sanitize Evaporator Coil                    | ✓        | Annual Evaporator CC        |
| Clean and sanitize the drain pan                      | <b>✓</b> |                             |
| Apply Pan Tabs (Each inspection as needed)            | <b>✓</b> |                             |
| ubricate Bearings as necessary                        | <b>✓</b> |                             |
| nspect motor, pulleys, belts                          | <b>✓</b> | Belt size BX62              |
| nspect blower wheel and bearings                      | <b>✓</b> |                             |
| nspect Micrometl Power exhaust belts (Replace Annual) | <b>✓</b> | Annual Belt Replacement     |
| nspect Micrometl blower wheel and bearings            | <b>✓</b> |                             |
| Electrical  |          |                             |
| nspect Wiring   | <b>✓</b> |                             |
| nspect and set thermostat or BMS                      | <b>✓</b> |                             |
| nspect all operational controls                       | ~        |                             |

| Inspect all safety controls  | <b>✓</b> |                        |
|--|----------|------------------------|
| Inspect disconnects and fuses  | <b>~</b> |                        |
| Condensing Section   |          |                        |
| Inspect and clean burners/heat exchanger   |          | Annual Burner Cleaning |
| Inspect electric heaters   |          |                        |
| Inspect ignition controls  |          |                        |
| Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure Inspect safety controls |          |                        |
| Inspect operational controls/valves  |          |                        |
| Heating Section Additional Site Tasking  | 1        |                        |
| Inspect building pressure, temperature and humidity  |          |                        |
| Inspect, testing, and cleaning of exhaust fan systems  |          |                        |
| Inspect and cleaning of outdoor air screens  |          |                        |
| Inspect economizer dampers and any barometric relief damper  |          |                        |
| Inspect and ensuring make up air is operating efficiently  |          |                        |
| Equipment Survey   |          | ·                      |
| Annual equipment survey  |          |                        |
| Record model/serial number and condition of unit   |          |                        |
| Annual equipment analysis and review   |          |                        |
| Roof/Service Area  |          |                        |
| Inspect Curbs & Stands   |          |                        |
| Inspect and clean Condensate Drain   |          |                        |
| Inspect ACR Piping/Insulation  |          |                        |
| Remove Debris  |          |                        |

Make: LENNOX

Model #: LGH060U4ES1G RTU #: 6 AC #: 6

Serial #: 5619J03331 \_\_\_\_\_

|                                 | Summer | Notes               |
|---------------------------------|--------|---------------------|
| Inspect Cabinet/Paint           | ✓      |                     |
| Inspect Outdoor Air Screen      | ✓      |                     |
| Inspect Panels/Insulation       | ✓      |                     |
| Verify cooling performance      | ✓      | Delta T's           |
| Inspect Condenser Coil          | ✓      |                     |
| Clean Condenser Coil            | ✓      | Annual Condenser CC |
| Visual leak check               | ✓      |                     |
| Inspect compressor              | ✓      |                     |
| Inspect condenser fan and blade | ✓      |                     |
| Inspect crankcase heaters       | ✓      |                     |
| Inspect filter driers           | ✓      |                     |
| Economizer                      | ✓      |                     |

### Cabinet

# **Fan Section**

| Change and color code belts (Annual)                   | ✓        | Annual Belt Replacement |
|--|----------|-------------------------|
| Verify air filters clean.                              | <b>✓</b> |                         |
| Inspect Evaporator Coil                                | <b>✓</b> |                         |
| Clean and Sanitize Evaporator Coil                     | <b>✓</b> | Annual Evaporator CC    |
| Clean and sanitize the drain pan                       | <b>✓</b> |                         |
| Apply Pan Tabs (Each inspection as needed)             | <b>✓</b> |                         |
| Lubricate Bearings as necessary                        | <b>✓</b> |                         |
| Inspect motor, pulleys, belts                          | <b>✓</b> | Direct drive            |
| Inspect blower wheel and bearings                      | <b>✓</b> |                         |
| Inspect Micrometl Power exhaust belts (Replace Annual) | <b>✓</b> | Annual Belt Replacement |
| Inspect Micrometl blower wheel and bearings            | <b>✓</b> |                         |

# **Electrical** Inspect Wiring Inspect and set thermostat or BMS Inspect all operational controls Inspect all safety controls Inspect disconnects and fuses **Condensing Section Heating Section** Inspect and clean burners/heat exchanger **Annual Burner Cleaning** Inspect electric heaters Inspect ignition controls Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure Inspect safety controls Inspect operational controls/valves Additional Site Tasking Inspect building pressure, temperature and humidity Inspect, testing, and cleaning of exhaust fan systems Inspect and cleaning of outdoor air screens Inspect economizer dampers and any barometric relief damper Inspect and ensuring make up air is operating efficiently **Equipment Survey** Annual equipment survey Record model/serial number and condition of unit Annual equipment analysis and review

Roof/Service Area
Inspect Curbs & Stands

Inspect and clean Condensate Drain

Inspect ACR Piping/Insulation

Remove Debris

Make: LENNOX Model #: LGH152U4MH1G RTU #: 5 AC #: 5 Serial #: 5619J04222 **Notes** Summer Inspect Cabinet/Paint **/** Inspect Outdoor Air Screen **~** Inspect Panels/Insulation Cabinet Verify cooling performance Delta T's Inspect Condenser Coil Clean Condenser Coil Annual Condenser CC Visual leak check Inspect compressor Inspect condenser fan and blade **~** Inspect crankcase heaters Inspect filter driers Economizer Fan Section Change and color code belts (Annual) Annual Belt Replacement Verify air filters clean. **~** Inspect Evaporator Coil Clean and Sanitize Evaporator Coil Annual Evaporator CC **/** Clean and sanitize the drain pan **~** Apply Pan Tabs (Each inspection as needed) **~** Lubricate Bearings as necessary Inspect motor, pulleys, belts Belt size BX57 Inspect blower wheel and bearings **~** Inspect Micrometl Power exhaust belts (Replace Annual) Annual Belt Replacement **✓** Inspect Micrometl blower wheel and bearings Electrical Inspect Wiring Inspect and set thermostat or BMS Inspect all operational controls

Inspect all safety controls

| Inspect disconnects and fuses  | <b>✓</b> |                        |
|--|----------|------------------------|
| Condensing Section   | 1        |                        |
| Heating Section  |          |                        |
| Inspect and clean burners/heat exchanger   |          | Annual Burner Cleaning |
| Inspect electric heaters   |          |                        |
| Inspect ignition controls  |          |                        |
| Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure |          |                        |
| Inspect safety controls  |          |                        |
| Inspect operational controls/valves  |          |                        |
| Additional Site Tasking  |          |                        |
| Inspect building pressure, temperature and humidity  |          |                        |
| Inspect, testing, and cleaning of exhaust fan systems  |          |                        |
| Inspect and cleaning of outdoor air screens  |          |                        |
| Inspect economizer dampers and any barometric relief damper  |          |                        |
| Inspect and ensuring make up air is operating efficiently  |          |                        |
| <b>Equipment Survey</b>  |          |                        |
| Annual equipment survey  |          |                        |
| Record model/serial number and condition of unit   |          |                        |
| Annual equipment analysis and review   |          |                        |
| Roof/Service Area  |          |                        |
| Inspect Curbs & Stands   |          |                        |
| Inspect and clean Condensate Drain   |          |                        |
| Inspect ACR Piping/Insulation  |          |                        |
| Remove Debris  |          |                        |

Make: LENNOX Model #: LGH036U4EBIG RTU #: 4 AC #: 4 Serial #: 5619J03433 Summer **Notes** Inspect Cabinet/Paint Inspect Outdoor Air Screen **~** Inspect Panels/Insulation Cabinet Verify cooling performance Delta T's Inspect Condenser Coil Annual Condenser CC Clean Condenser Coil Visual leak check **~** Inspect compressor Inspect condenser fan and blade Inspect crankcase heaters Inspect filter driers **Economizer** Fan Section Change and color code belts (Annual) Annual Belt Replacement Verify air filters clean. Inspect Evaporator Coil **~** Clean and Sanitize Evaporator Coil Annual Evaporator CC **/** Clean and sanitize the drain pan **~** Apply Pan Tabs (Each inspection as needed) Lubricate Bearings as necessary Inspect motor, pulleys, belts Direct drive blower Inspect blower wheel and bearings Inspect Micrometl Power exhaust belts (Replace Annual) Annual Belt Replacement **~** Inspect Micrometl blower wheel and bearings **Electrical** Inspect Wiring **~** Inspect and set thermostat or BMS

✓

Inspect all operational controls

Inspect all safety controls

| Inspect disconnects and fuses  | ✓ |                        |
|--|---|------------------------|
| Condensing Section   |   | ,                      |
| Heating Section  |   |                        |
| Inspect and clean burners/heat exchanger   |   | Annual Burner Cleaning |
| Inspect electric heaters   |   |                        |
| Inspect ignition controls  |   |                        |
| Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure |   |                        |
| Inspect safety controls  |   |                        |
| Inspect operational controls/valves  |   |                        |
| Additional Site Tasking  |   |                        |
| Inspect building pressure, temperature and humidity  |   |                        |
| Inspect, testing, and cleaning of exhaust fan systems  |   |                        |
| Inspect and cleaning of outdoor air screens  |   |                        |
| Inspect economizer dampers and any barometric relief damper  |   |                        |
| Inspect and ensuring make up air is operating efficiently  |   |                        |
| <b>Equipment Survey</b>  |   |                        |
| Annual equipment survey  |   |                        |
| Record model/serial number and condition of unit   |   |                        |
| Annual equipment analysis and review   |   |                        |
| Roof/Service Area  |   |                        |
| Inspect Curbs & Stands   |   |                        |
| Inspect and clean Condensate Drain   |   |                        |
| Inspect ACR Piping/Insulation  |   |                        |
| Remove Debris  |   |                        |

| Make: LENNOX   |          |                         |
|--|----------|-------------------------|
| Model #: LGH300H4MH2G<br>Serial #: 5619J04158          | RTU #: 3 | AC #: 3                 |
|  | Summer   | Notes                   |
| Inspect Cabinet/Paint                                  | <b>✓</b> |                         |
| Inspect Outdoor Air Screen                             | <b>✓</b> |                         |
| Inspect Panels/Insulation                              | <b>✓</b> |                         |
| Cabinet  | 1        |                         |
| Verify cooling performance                             | ✓        | Delta T's               |
| Inspect Condenser Coil                                 | ~        |                         |
| Clean Condenser Coil                                   | ~        | Annual Condenser CC     |
| Visual leak check                                      | <b>✓</b> |                         |
| Inspect compressor                                     | ~        |                         |
| Inspect condenser fan and blade                        | ✓        |                         |
| Inspect crankcase heaters                              | ✓        |                         |
| Inspect filter driers                                  | ~        |                         |
| Economizer   | <b>✓</b> |                         |
| Fan Section  |          |                         |
| Change and color code belts (Annual)                   | <b>✓</b> | Annual Belt Replacement |
| Verify air filters clean.                              | <b>✓</b> |                         |
| Inspect Evaporator Coil                                | ~        |                         |
| Clean and Sanitize Evaporator Coil                     | <b>✓</b> | Annual Evaporator CC    |
| Clean and sanitize the drain pan                       | <b>✓</b> |                         |
| Apply Pan Tabs (Each inspection as needed)             | ~        |                         |
| Lubricate Bearings as necessary                        | <b>✓</b> |                         |
| Inspect motor, pulleys, belts                          | <b>✓</b> | Belt size BX 75         |
| Inspect blower wheel and bearings                      | <b>✓</b> |                         |
| Inspect Micrometl Power exhaust belts (Replace Annual) | <b>✓</b> | Annual Belt Replacement |
| Inspect Micrometl blower wheel and bearings            | ✓        |                         |
| Electrical   | <u> </u> |                         |
| Inspect Wiring   | ✓        |                         |
| Inspect and set thermostat or BMS                      | <b>✓</b> |                         |
| Inspect all operational controls                       | <b>✓</b> |                         |

Inspect all safety controls

| Inspect disconnects and fuses  | <b>✓</b> |                        |
|--|----------|------------------------|
| Condensing Section   |          |                        |
| Heating Section  |          |                        |
| Inspect and clean burners/heat exchanger   |          | Annual Burner Cleaning |
| Inspect electric heaters   |          |                        |
| Inspect ignition controls  |          |                        |
| Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure |          |                        |
| Inspect safety controls  |          |                        |
| Inspect operational controls/valves  |          |                        |
| Additional Site Tasking  |          |                        |
| Inspect building pressure, temperature and humidity  |          |                        |
| Inspect, testing, and cleaning of exhaust fan systems  |          |                        |
| Inspect and cleaning of outdoor air screens  |          |                        |
| Inspect economizer dampers and any barometric relief damper  |          |                        |
| Inspect and ensuring make up air is operating efficiently  |          |                        |
| Equipment Survey   |          |                        |
| Annual equipment survey  |          |                        |
| Record model/serial number and condition of unit   |          |                        |
| Annual equipment analysis and review   |          |                        |
| Roof/Service Area  |          |                        |
| Inspect Curbs & Stands   |          |                        |
| Inspect and clean Condensate Drain   |          |                        |
| Inspect ACR Piping/Insulation  |          |                        |
| Remove Debris  |          |                        |

| Make: MUNTERS  |          |                         |
|--|----------|-------------------------|
| Model #: HCUc2410AAD<br>Serial #: 2BN0000010001        | RTU #:   | 1 AC #: 1               |
|  | Summer   | Notes                   |
| Inspect Cabinet/Paint                                  | ✓        |                         |
| Inspect Outdoor Air Screen                             | ✓        |                         |
| Inspect Panels/Insulation                              | ✓        |                         |
| Cabinet  |          |                         |
| Verify cooling performance                             | ✓        | Delta T's               |
| Inspect Condenser Coil                                 | ✓        |                         |
| Clean Condenser Coil                                   | ✓        | Annual Condenser CC     |
| Visual leak check                                      | <b>✓</b> |                         |
| Inspect compressor                                     | <b>✓</b> |                         |
| Inspect condenser fan and blade                        | <b>✓</b> |                         |
| Inspect crankcase heaters                              | ✓        |                         |
| Inspect filter driers                                  | ✓        |                         |
| Economizer   | ✓        |                         |
| Fan Section  |          |                         |
| Change and color code belts (Annual)                   | ✓        | Annual Belt Replacement |
| Verify air filters clean.                              | ✓        |                         |
| Inspect Evaporator Coil                                | ✓        |                         |
| Clean and Sanitize Evaporator Coil                     | ✓        | Annual Evaporator CC    |
| Clean and sanitize the drain pan                       | <b>✓</b> |                         |
| Apply Pan Tabs (Each inspection as needed)             | <b>✓</b> |                         |
| Lubricate Bearings as necessary                        | ✓        |                         |
| Inspect motor, pulleys, belts                          | ✓        | Belt size B42           |
| Inspect blower wheel and bearings                      | <b>✓</b> |                         |
| Inspect Micrometl Power exhaust belts (Replace Annual) | <b>✓</b> | Annual Belt Replacement |
| Inspect Micrometl blower wheel and bearings            | ✓        |                         |
| Electrical   |          |                         |
| Inspect Wiring   | ✓        |                         |
| Inspect and set thermostat or BMS                      | <b>✓</b> |                         |
| Inspect all operational controls                       | ✓        |                         |
|  |          |                         |

| Inspect all safety controls  | <b>✓</b> |                        |
|--|----------|------------------------|
| Inspect disconnects and fuses  | <b>✓</b> |                        |
| Condensing Section   | •        |                        |
| Heating Section  |          |                        |
| Inspect and clean burners/heat exchanger   |          | Annual Burner Cleaning |
| Inspect electric heaters   |          |                        |
| Inspect ignition controls  |          |                        |
| Inspect hot gas bypass - critical valve that regulates cooling temp in the drier exchanger based on the refrigerant pressure |          |                        |
| Inspect safety controls  |          |                        |
| Inspect operational controls/valves  |          |                        |
| Additional Site Tasking  |          |                        |
| Inspect building pressure, temperature and humidity  |          |                        |
| Inspect, testing, and cleaning of exhaust fan systems  |          |                        |
| Inspect and cleaning of outdoor air screens  |          |                        |
| Inspect economizer dampers and any barometric relief damper  |          |                        |
| Inspect and ensuring make up air is operating efficiently  |          |                        |
| Equipment Survey   |          |                        |
| Annual equipment survey  |          |                        |
| Record model/serial number and condition of unit   |          |                        |
| Annual equipment analysis and review   |          |                        |
| Roof/Service Area  | •        | ·                      |
| Inspect Curbs & Stands   |          |                        |
| Inspect and clean Condensate Drain   |          |                        |
| Inspect ACR Piping/Insulation  |          |                        |
| Remove Debris  |          |                        |