



Cooling Tune-Up Checklist

125 Hillside Avenue, South River, NJ 08882 • (732) 238-9300 • www.alpinegreen.net

Customer Information

Name: _____
Address: _____ City: _____ State: ____ Zip: _____
Home Phone: _____ Other Phone: _____ Email: _____

Equipment Being Checked

Tune-Up Date: _____
Description: _____ Manufacturer: _____ Installation Date: _____
Model #: _____ Serial #: _____ Thermostat Model #: _____

Diagnostics and Testing

System-Wide Inspection Outdoor Ambient Temp: _____°F Chimney Type: _____
 Inspect and tighten all electrical connections and terminals.
 Insure correct supply voltage at rest, start, and run.
 Thoroughly clean or replace air-filter(s). Size: _____ Replace at next service.
 Examine complete system for code violations and possible safety problems.

Cooling System Inspection

Clean and wash condenser coil (if applicable).
 Inspect condensate drainlines and fittings.
 Inspect blower motor and fan assembly as needed.
 Inspect fan motor and bearings as well as other moving parts as necessary. Volts: _____
 Test system starting and running capacitors.
 Test all controls, switches, relays, transformers, contactors, motors, and fans.
 Measure running amperes, line voltage, and control voltage. Volts: _____ Amps: _____
 Monitor refrigerant (Freon/Puron) pressures and temperatures. Refrigerant not included.
 Check Suction: _____ Head: _____ Volts: _____
 Check Super-heat: _____ Sub-cooling: _____
 Monitor cooling cycle and system output. Temp(s): _____°F _____°F
 Check thermostat operation.
 Turn off/check humidifier operation. Change water panel. Size: _____

Recommendations

Thorough blower motor cleaning (\$60.00) System replacement Leak check
 Thorough coil cleaning (\$195.00) Part replacement: _____
 Enroll in a Service Contract Other: _____

Technician's Comments

Technician's Signature

Overall Condition of Equipment