

Job #:



EQUIPMENT STARTUP FORM

This form must be completed for each system installed on site. All completed Equipment Startup Forms must be returned to Nelson & Company Engineered Service **14 days prior to the date of startup** for technician to perform startup. This Nelson & Company Equipment Form is superseded by the manufacturer's form if attached.

Project Name			
Project Address			
Installation Date		Startup Date:	
Contact Name		Cell phone #:	
Unit Information	Tag #:		Model #:
	Serial #:		

If system is a LG VRF, please attach all tag #, serial #, and model # information on a separate document. NOTE:

By returning this form completed and signed, you are confirming that the equipment described above is in proper condition for startup. If these items are not complete on date of startup, causing a delay in startup or need for a return visit, there will be a charge of \$1,200 per day plus any applicable travel expenses.

ELECTRICAL			
Is power wiring terminated to equipment?	YES	NO	N/A
NO POWER IS TO BE APPLIED TO UNIT PRIOR TO INSPECTION.			
Has voltage/power been verified at disconnect per name plate rating on unit?	YES	NO	N/A
CONTROLS			
Are all factory provided field controls mounted and terminated correctly?	YES	NO	N/A
Have all terminated controls been checked per control drawing and submittal?	YES	NO	N/A
Has all control wiring been installed per control drawing and submittal?	YES	NO	N/A
EQUIPMENT			
Has all refrigerant piping been installed in accordance with manufacturer's submittal?	YES	NO	N/A
Has there been a pressure test of the system?	YES	NO	N/A
Has a correct field charge been added to the system?	YES	NO	N/A
Is there additional refrigerant on the job site?	YES	NO	N/A
Has the water flow thru unit been verified?	YES	NO	N/A
Have all strainers been cleaned on equipment to be started up?	YES	NO	N/A
Are all factory accessories installed per manufacturer's instructions?	YES	NO	N/A
Are all drain lines installed and properly trapped?	YES	NO	N/A
Is there proper service access to all equipment?	YES	NO	N/A
Is all ductwork installed per mechanical drawings?	YES	NO	N/A
Are all dampers (manual, control, smoke, etc) open and operational?	YES	NO	N/A
Are all filters installed properly?	YES	NO	N/A

Additional notes or requirements:
