



None

Project:

Date:

Filled by:

Visual Inspection

1 Check for visible leaks or damage to AC unit.

Airflow Check

2 Ensure air vents are unobstructed and open.

Filter Inspection

3 Inspect and replace dirty air filters.

Thermostat Function

4 Verify thermostat accuracy and proper operation.

Electrical Connections

5 Tighten any loose electrical connections.

Refrigerant Levels

6 Ensure refrigerant levels are adequate and no leakage.

Fan Operation

7 Check that fan motor runs smoothly without noise.

Drain Line Condition

8 Clear any blockages from condensate drain line.

Condenser Coil Check

9 Clean condenser coils to improve efficiency.

Evaporator Coil Check

10 Inspect evaporator coil for ice buildup.

Compressor Function	
11	Test compressor function and efficiency.
Blower Component Test	
12	Ensure blower motor is operational and balanced.
Ductwork Assessment	
13	Inspect ductwork for leaks or damage.
Noise Inspection	
14	Listen for unusual noises during operation.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Detailed checklist for addressing and resolving air conditioning system issues to ensure effective cooling.	