



## Unit Ventilator/AHU/RTU/PTAC Major Preventive Maintenance Checklist

Building: \_\_\_\_\_ Location/Room #: \_\_\_\_\_ Type: \_\_\_\_\_

Item	Yes	No	Comments
Fan operating properly			
Belt condition/tension or drive OK			
Lubricate motor/fan bearings			
Outdoor air damper operational			
Other dampers operational			
Linkages OK			
Interior clean			
Filter replaced (recirculate)			
Filter replaced (O/A)			
Leaks			
HW valve operational			
Heating coil clean			
Freeze-stat operable			
A/C condensing fan operable			
A/C condensing coil clean			
A/C evaporator coil clean			
A/C evap. pan clean/draining			
RTU HeatEx, safeties, burner OK			

	PSI	Temperature	Comments
A/C suction			
A/C discharge			

Crankcase heater amps: \_\_\_\_\_ UV Fan speed selector speed set to: \_\_\_\_\_

Technician Name (print) _____	Head Custodian Name (print) _____
Signature _____	Signature _____
Date _____	Date _____