



SERVICETITAN

**HVAC**

# SERVICE CALL CHECKLIST

(855) 899-0970 | [servicetitan.com](http://servicetitan.com)  
801 N Brand Blvd Suite 700, Glendale, CA 91203

**YOUR LOGO HERE**

## DOWNLOAD THE [TEMPLATE](#)

Fill out the form below and download this free template to start using for your business today.

Date: \_\_\_\_\_

Voltage of unit: \_\_\_\_\_

Phase of unit: \_\_\_\_\_

Location of unit: \_\_\_\_\_

Type of refrigerant: \_\_\_\_\_

Serial/Model # of unit: \_\_\_\_\_

## SAFETY:

- The disconnect switch is off
- The area around the unit is cleared of any debris or hazards

## A/C

### THE FOLLOWING WAS INSPECTED:

#### BLOWER AREA

Belt tension, motor, bearings, wiring, blower wheel

Document belt(s) size #: \_\_\_\_\_

#### FILTER AREA

Air filters

Check if changed

Economizer screen

Check if cleaned

Evaporating coil

#### COOLING AREA

Drain trap

Check if flushed out

Thermostat controls

Electrical connections

#### CONDENSER/COMPRESSOR AREA

Condenser fan motor

Blades

Condenser coil

Filter dryer

Crankcase (may be hot to touch)

## HEATING

### THE FOLLOWING WAS INSPECTED:

#### EXCHANGE AREA

Air filters

Heat exchangers

Fan, blower motor, burner assembly

#### IGNITION AREA

Gas pipe and valve

Draft induce motor

Burner logs

Ignition board

Thermostat controls

Electrical connections

#### NOTES:

---

---

---

---

---

---

---

---