

AIR CONDITIONING SERVICE REPORT

Client:

Report no:

ACSR 0002051

Site address:

Job no:

Date:

Additional reports

For the reports history

System Information

Check - (✓ pass, X further action required, NA not applicable)

	1	2	3	4	5	6	7	8
Belts - replaced as necessary								
Compressor oil level								
Filters - replace as necessary								
Bearings - lubricate as necessary								
Expansion valve operation								
Safety switch operation								
Fan speed controls								
Condensate pump operation								
Chilled water pump operation								
Crankcase heater								
Fan assemblies								
Operating temperature								
Drains clear								
Electrical connections								
Pipework condition								
Controls								
Pressures acceptable								
Operating correctly?								
Any damage found on system?								
Any additional equipment found?								
Complete service to manufacturers specifications?								
Clean air handling unit case								
Clean air handling unit coils								
Clean condensing coils								
System leak checked								

Unit No	Make	Model	Serial No
1			
2			
3			
4			
5			
6			
7			
8			

Standard Information

Job Complete:

Yes No

Parts Required:

Yes* No

* Complete a Parts Request form. Parts Request Report no.

PH

Logbook completed:

Yes No

Parts removed from site:

Yes* No

* Details

Start:

Arrive:

Leave:

Engineers Signature

Print

Engineer's Details

Accreditation

Client's signature

Print

Position