

HVAC FINISH CHECKLIST

Subcontractor _____ **Job Name/No.** _____

Pass	Fail	NA	
☐	☐	☐	All work must comply with local, state and the national codes, even in areas where no local inspection exists.
☐	☐	☐	Outside unit set and leveled properly.
☐	☐	☐	Freon lines run through block foundation. Lines caulked at foundation and where they go through the floor.
☐	☐	☐	Thermostat is set level when installed.
☐	☐	☐	Register grills or air vents installed and damper works correctly.
☐	☐	☐	Return air grill with filter installed.
☐	☐	☐	Vent dryer run through wall with 4" metal pipe and wind damper on jobs with wood or masonite siding.
☐	☐	☐	Dryer vents that are not near outside wall, 4" metal pipe runs down through floor and out foundation with metal wind damper.
☐	☐	☐	Condensate lines run out 6" past blocks.
☐	☐	☐	Condensate lines run near steps.
☐	☐	☐	All trash and boxes cleaned up and put in the burn pit.

GAS SET OUTS

☐	☐	☐	Grills installed on fresh air vents. Grill with screen wire used to prevent insects from crawling thru grill.
☐	☐	☐	One inch main gas line run and a shut off valve installed at each appliance.
☐	☐	☐	36" flexible line on shut off valve installed for each appliance. (Need ½" male fitting on end of line.)
☐	☐	☐	Gauge on gas line installed and air test put on line.
☐	☐	☐	Range hood vent installed and all seams taped to prevent air leaking into cabinets. (Be careful not to damage cabinets.)
☐	☐	☐	Trash cleaned up and disposed of.

The Subcontractor understands and accepts responsibility for items on this checklist and verifies these items have been checked and are acceptable. In the event these items are not completed to our satisfaction, the Subcontractor agrees, upon notification to correct these items within 3 working days, or gives "Our Company" the right to correct these item(s) and backcharge the Subcontractor accordingly. I hereby verify that the above items have been checked and are acceptable. I understand that this checklist must be turned in with the invoice in order to receive payment on this job.

Signature _____ Date _____