



KJ Thomas Mechanical
 6175 Trevarton Dr.
 Longmont, CO 80503

Phone: (303) 435-8141
 Info@KJTMechanical.com
 KJTMechanical.com

Customer name:

Invoice #:

Assigned Technician:

Furnace tune-up checklist

Please check each box and fill in all values as appropriate.

1. Inspect thermostat.	<input type="checkbox"/>	2. Verify operation.	<input type="checkbox"/>
3. CO2 reading: (over 4 ppm recommend replacement) **(over 9 ppm shut off)**	Enter reading here:	4. Flue CO2 reading: (over 50 ppm recommend replacement) **(over 1000 ppm shut off)**	Enter reading here:
5. Test gas safety system.	<input type="checkbox"/>	6. Check combustion ventilation air supply.	<input type="checkbox"/>
7. Check for gas leaks downstream of the gas shutoff valve.	<input type="checkbox"/>	8. Check for hazardous materials from or near furnace area and advise homeowner.	<input type="checkbox"/>
9. Visually inspect heat exchanger, if accessible.	<input type="checkbox"/>	10. Clean and check main burners, if accessible.	<input type="checkbox"/>
11. Clean burner vestibule.	<input type="checkbox"/>	12. Examine flue and vent conditions.	<input type="checkbox"/>
13. Test operation of safety limits.	<input type="checkbox"/>	14. Check electrical control wiring.	<input type="checkbox"/>



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15. Inspect filters and/or air cleaners.	<input type="checkbox"/>	16. Check drains, if applicable.	<input type="checkbox"/>
17. Check motor and fan conditions.	<input type="checkbox"/>	18. Test pressure switches, if applicable.	<input type="checkbox"/>
19. Test operation of primary limit switches.	<input type="checkbox"/>	20. Check operation of vent or blower.	<input type="checkbox"/>
21. Check operation of inducer.	<input type="checkbox"/>	22. Test sequence of operation of ignition system.	<input type="checkbox"/>
23. 1st stage temperature rise:	Enter rise here:	24. 2nd stage temperature rise:	Enter rise here:
25. Gas pressure:	Enter reading here:	26. Check secondary heat exchanger, if accessible.	<input type="checkbox"/>
<i>Note model and serial number of any parts to be ordered :</i>		27. Model #(s):	
28. Serial #(s):		<i>Take photo of installed parts to attach to work order.</i>	
29. Recommendations/ Condition & other notes:		30. Clean up, double checking that all tools are gathered and site is left cleaner than it was when you arrived.	<input type="checkbox"/>

Technician signature:

Customer signature:

 Technician name:

 Date:

 Customer name:

 Date: