

**CUSTOMERS ANNUAL REPORT  
CENTRIFUGAL SEASONAL INSPECTION**

UNIT MODEL NO: _____	INSPECTION DATE: _____
COMP MODEL NO: _____	UNIT SERIAL NO: _____

**CHECK the items & indicate condition & whether needs cleaned or replaced. Record reading where indicated.**

**1. Compressor Motor**

A. Check Voltage	L1 - L1 <input style="width: 80px; height: 25px;" type="text"/>	L2 - L3 <input style="width: 80px; height: 25px;" type="text"/>	L3 - L1 <input style="width: 80px; height: 25px;" type="text"/>
B. Meg Motor Windings	LL 11 <input style="width: 80px; height: 25px;" type="text"/>	LL 23 <input style="width: 80px; height: 25px;" type="text"/>	LL 31 <input style="width: 80px; height: 25px;" type="text"/>
	T 4 <input style="width: 80px; height: 25px;" type="text"/>	T 5 <input style="width: 80px; height: 25px;" type="text"/>	T 6 <input style="width: 80px; height: 25px;" type="text"/>
C. O.T. Motor Bearing Lubricate .....	<input style="width: 100%; height: 25px;" type="text"/>		
D. O.T. Motor Alignment .....	<input style="width: 100%; height: 25px;" type="text"/>		
E. Check Liquid Filters (HT Liquid Cooled Windings) .....	<input style="width: 100%; height: 25px;" type="text"/>		

**2. Control Panel**

A. LWT Control Setpoint .....	<input style="width: 100%; height: 25px;" type="text"/>
B. LP Cut Out Setpoint .....	<input style="width: 100%; height: 25px;" type="text"/>
C. Oil Pressure Cut Out Setpoint .....	<input style="width: 100%; height: 25px;" type="text"/>
D. HP Cut Out Setpoint .....	<input style="width: 100%; height: 25px;" type="text"/>
E. Electrical Terminals, Relay Timers .....	<input style="width: 100%; height: 25px;" type="text"/>
F. Pressure Gauges	LP <input style="width: 80px; height: 25px;" type="text"/> HP <input style="width: 80px; height: 25px;" type="text"/>
G. Lights .....	<input style="width: 100%; height: 25px;" type="text"/>

**3. Motor Starter**

A. Mechanical Starter .....	<input style="width: 20px; height: 20px;" type="checkbox"/>
1. Contacts:      Clean <input style="width: 20px; height: 20px;" type="checkbox"/> Good <input style="width: 20px; height: 20px;" type="checkbox"/> Fair <input style="width: 20px; height: 20px;" type="checkbox"/> Recommend Replacement	<input style="width: 20px; height: 20px;" type="checkbox"/>
2. Linkage .....	<input style="width: 20px; height: 20px;" type="checkbox"/>
3. Check All Terminals .....	<input style="width: 20px; height: 20px;" type="checkbox"/>
4. Dashpots Oil      OK <input style="width: 20px; height: 20px;" type="checkbox"/> Low <input style="width: 20px; height: 20px;" type="checkbox"/>	
B. Solid State Starter Check	
1. Power Line Terminals - Check Tightness .....	<input style="width: 20px; height: 20px;" type="checkbox"/>
2. Air Filter - Cleaned .....	<input style="width: 20px; height: 20px;" type="checkbox"/>
3. Check Starter Operation by Observing Service Status Lights .....	<input style="width: 20px; height: 20px;" type="checkbox"/>

**4. Water Cooled Oil Cooler**

- A. Strainer .....
- B. Cooler Tubes.....
- C. Solenoid Valve .....

**5. Compressor Oil System**

- A. Change Oil .....
- Oil Level.....
- B. Change Oil Filter .....
- Condition Oil Filter .....
- C. Change Oil Educator Filter Dryer .....
- D. Check Educator .....
- Educator.....
- E. Check Float Switch .....
- Heater .....
- F. Check Return Solenoid Valve .....
- G. Check Drain Down Solenoid Valve .....
- H. Check Heater and Thermostat.....
- I. Check For Acid Condition Of Oil:
  - Good .....
  - Acid .....
- J. Auxiliary Oil Pump .....
- 1. Check Seal .....
- 2. Check Motor .....

**6. Purge Unit**

- A. Compressor Type.....
- 1. Belts and Pulley's.....
- 2. Motor.....

- 3. Cap Tubes.....
- 4. Dryers .....
- 5. Moisture Indicator .....
- 6. Gauge .....
- 7. Pressure Control Setpoint.....
- 8. Compressor Heater.....
- B. Purge Check .....
- 1. Dryer .....
- 2. Float Switches.....
- 3. Pressure Control Setpoint.....
- 4. Electrical Control Panel.....

**7. Insulation**

- A. Check Chiller.....
- B. Piping.....
- C. General Appearance.....

**8. Condenser**

- A. Tube Condition Before Cleaning.....
- B. Type Of Cleaning Done:
  - Brush.....
  - Acid.....
- C. Tube Condition After Cleaning .....

**9. System**

- A. Sight Glass Cooler
  - Clear .....
  - Etched .....
- B. Sight Glass Float Chamber
  - Clear .....
  - Etched .....
- C. Refrigerant Charge
  - Clear .....
  - Oil .....
- D. Leak Check
  - No Leaks .....
  - Leaks At.....

Below items may be checked for a complete system annual, if required.

**10. Chilled Water Pump**

HP  Voltage  Amps

A. Motor Amps:

L1  L2  L3

B. Bearings.....

C. Lubricate .....

D. Strainer .....

E. Pump Seal .....

F. Coupling.....

G. Flow Switch.....

**11. Condenser Water Pump**

HP  Voltage  Amps

A. Motor Amps:

L1  L2  L3

B. Bearings.....

C. Lubricate .....

D. Strainer .....

E. Pump Seal .....

F. Coupling.....

G. Flow Switch.....

**12. Cooling Tower**

A. Clean.....

Dirty .....

Scale.....

Algae.....

B. Fan Blades.....

C. Motor:

1. Motor Amps.....

2. Design Amps.....

3. Bearings.....

D. Gear Box.....

1. Change Oil.....

2. Needs Alignment.....

E. Belts, If Applicable.....

F. Screen.....

G. Condition Of Fill .....

H. Starter .....

I. Controls.....

J. Water Treatments - Comments:

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