



Commissioning Report

Customer _____ Today's Date _____
 Address _____ Installed Date _____
 Phone _____ Fax _____
 Dealer/Contractor _____ Phone _____ Fax _____
 Distributor/Branch _____ Phone _____ Fax _____

Installed Equipment

Indoor Unit: Blower Module Model: _____ S/N: _____ Cooling Module Model: _____ S/N: _____
 Heating Module Model: _____ S/N: _____ Electric Furnace WON _____ S/N: _____
 Outdoor Unit Make/Model _____ Nominal Capacity: ^{circle one} tons kW Nominal SEER _____
 Installed Options: Filter Drier Low Ambient Control Mild Weather Kit (for heat pumps)
 Liquid Line (size, length) _____ Suction Line (size, length) _____

Duct System (Use back of sheet to sketch)

No. of outlets Avg. Length (ft.)(mm) _____
 Plenum Duct (size, length, type) _____
 Return Duct (size, length, description) _____

Field Measurements

Electrical: Amps: Volts: _____ Non-EC motor airflow (from amperage table): _____ ^{circle one} CFM L/s
 Total Airflow (using TurboMeter) _____ ^{circle one} CFM L/s EC motor programmed airflow: _____ ^{circle one} CFM L/s
 Motor Model Number (See Nameplate) _____
 Plenum Static Pressure _____ ^{circle one} in. water Pa Where measured: _____ (min. of 24 inch [600 mm] from blower)
 Pressures: psig kPa Suction Line _____ Liquid Line _____ Location measured: OUTDOOR UNIT INDOOR UNIT
 Temperatures: °F °C Suction Line _____ Liquid Line _____ Location measured: OUTDOOR UNIT INDOOR UNIT
 Calculated from Sat. Temp: Superheat _____ Subcooling _____ Refrigerant Charge (lbs. oz.) _____
 Outdoor Ambient _____ Return Air _____ Supply Air _____ ΔT (coil) _____
 Water coil data: _____ ^{circle one} GPM L/s Water temperature (inlet/outlet): _____ / _____ °F °C Glycol Percentage: _____

Comments: _____

Report Filed By: _____

***IMPORTANT* COMPLETELY FILL-IN BOTH SIDES OF THIS REPORT**

Duct Run	Room	Duct Type†	Duct Length, ft (mm)	Outlet Velocity, knots‡	Calculated Airflow†, CFM (L/s)	Required Room Load	
						Cooling	Heating
1							
2							
3							
4							
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† Set to the first click on the TurboMeter®. This is the knots setting (or 100s of ft/min or m/s x 0.51). Refer to Technote 113 for more information.

‡ Airflow is determined by the following equations:

Type	Description	CFM	L/s
R2	Round, 2-inch (50 mm)	knots x 2.00	knots x 0.94
R2.5	Round, 2.5-inch (63 mm)	knots x 2.37	knots x 1.11
SL	Slotted, straight	knots x 6.00	knots x 2.82
SL90	Slotted, 90°	(knots x 4) + 4	(knots x 1.89) + 1.9

Please make a sketch of the plenum system showing elbows, length and size of duct, and location of branch runs.