Bi Annual Precision Tune-Up Procedure

	Cooling		Heating
	Check Thermostat Cooling Operation		Check Thermostat Heating Operation
	Check clean or replace air filters		Check Clean or Replace Air Filters
	Check & Clean Evaporator Coil		Check The Amp Draw of Heat Strips (Make Sure They De-energize)
	Record The Metering Device Type		Oil The Blower Motor if Ported
	Check The Blower Capacitor Output		Tighten Electrical Connections in The Air Handler
	Tighten Electrical Connections in Air Handler		Clean Mold & Dirt from Air Handler
	Clean Mold & Dirt from Air Handler		Add Algae Reducing Tabs
	Add Algae Reducing Tabs		Check & Tighten Connections in The Disconnect
	Check The Static Pressure of The Air Handler		Check The Pressures if it is a Heat Pump
	Clean The Air Handler Cabinet of Mold & Dirt		Clean Debris from the Bottom of The Outdoor Unit
	Check The Condenser Coil		Oil Outdoor Unit Fan Motor if it is Ported
	Adjust The Refrigerant Charge		Vacuum The Drain Line
	Check Run & fan capacitors		Inspect & Tighten The Connections in The Outside Disconnect & Breaker Panel
	Check The Contactor		Apply Protective Coating to Outdoor Cabinet
	Check The Amp Draw		Check Cooling Operation if Temperatures Allow
	Apply Protective Coating to Outdoor Cabinet		Check The Overall Condition of The Duct Work
	Clean The Condensing Coil		Apply Rust Inhibiting Zinc Paint
	Vacuum The Drain Line		Note the Approx Age of the System
	Apply Rust Inhibiting Zinc Paint		
	Note the Approx Age of the System		