RZ Series Startup Form

Date:	
Job Name:	
Job Address:	
Model Number:	
	Tag:
Startup Contractor:	
Contractor Address:	Phone:
Pre Startup Checklist	
Installing contractor should verify the following items:	
1. Is there any visible shipping damage?	☐Yes ☐No
2. Is the unit level?	☐Yes ☐No
3. Are the unit clearances adequate for service and operation?	☐Yes ☐No
4. Do all access doors open freely and are the handles operational?	☐Yes ☐No
5. Have all shipping braces been removed?	☐Yes ☐No
6. Have all electrical connections been tested for tightness?	☐Yes ☐No
7. Does the electrical service correspond to the unit nameplate?	☐Yes ☐No
8. On 208/230V units, has transformer tap been checked?	☐Yes ☐No
9. Has overcurrent protection been installed to match the unit nameplate requirement?	□Yes □No
10. Have all set screws on the fans been tightened?	☐Yes ☐No
11. Do all fans rotate freely?	Yes No
12. Is all copper tubing isolated so that it does not rub?	☐Yes ☐No
13. Have the damper assemblies been inspected?	☐Yes ☐No
14. Are air filters installed with proper orientation?	☐Yes ☐No
15. Have condensate drain and p-trap been connected?	Yes No
16. Has the outside air rain hood been opened?	☐Yes ☐No

Supply Fan Assembly					
Alignr	Alignment Check Rotation Nameplate Amps				
Number	hp	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps	
1				•	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
VFD Frequen	cy	VA	AV Controls		
Energy Reco	very Wheel	Assembly			
Wheel(s) S	Spin Freely [Check Rot	ation	FLA	
Number	hp	L1 Volts/Amps	L1 Volts/Amps L2 Volts/Amps L3 Vo		
1					
2					
Power Return	n Assembly				
	Alignment Check Rotation Nameplate Amps				
Number	hp	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps	
1					
2					
VFD Frequency					
Power Exhau	st Assembly	Y			
Aligi	nment	Check Ro	tation Nar	neplate Amps	
Number	hp	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps	
1					
2					
VFD Frequen	cy				

Outside Air/Economizer Dampers	
Operation Check	
Damper Actuator Type:	
Economizer Changeover Type and Operations:	
Damper Wiring Check	
Gears Check	
Unit Configuration	
Water-Cooled Condenser	Air-Cooled Condenser
No Water Leaks	Evaporative-Cooled Condenser
Condenser Safety Check	
Water FlowGPM	
Water Inlet Temperature°F	
Water Outlet Temperature°F	

Compressors / DX Cooling						
Number/stage	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps	Head Pressure PSIG	Suction Pressure PSIG	Crankcase Heater Amps
1				_		
2						
3						
4						
5						
6						
7						
8						

Ambient DB	Temperature	°F		B Temperature _	°F
Coil Entering Air DB Temperature		°F	Coil Entering Air WB Temp		°F
Coil Leaving Air DB Temperature		°F	Coil Leaving	g Air WB Temp	°F
		Refrigeration S	System 1		
	Pressure	Saturated	Line	Sub cooling	Superheet
	Piessule	Temperature	Temperature	Sub-cooling	Superheat
Discharge				N/A	N/A
Suction				N/A	
Liquid					N/A
		Refrigeration S	System 2		
	D	Saturated	Line	C11:	C14
	Pressure	Temperature	Temperature	Sub-cooling	Superheat
Discharge		-	-	N/A	N/A
Suction				N/A	
Liquid					N/A
1		Refrigeration S	System 3		
	_	Saturated	Line	~	~ .
	Pressure	Temperature	Temperature	Sub-cooling	Superheat
Discharge		1	•	N/A	N/A
Suction				N/A	
Liquid					N/A
Refrigeration System 4					
		Saturated	Line	G 1 11	G 1
	Pressure	Temperature	Temperature	Sub-cooling	Superheat
Discharge		1	1	N/A	N/A
Suction				N/A	
Liquid					N/A
1		Refrigeration S	System 5		
		Saturated	Line	a 1	G .
	Pressure	Temperature	Temperature	Sub-cooling	Superheat
Discharge		- F	, p. 22	N/A	N/A
Suction				N/A	
Liquid					N/A
Refrigeration System 6					
		Saturated	Line		~ -
	Pressure	Temperature	Temperature	Sub-cooling	Superheat
Discharge				N/A	N/A
Suction				N/A	
Liquid				2 1/12	N/A
Liquid	1				11/11

Condenser Fans				
Aligr	Alignment Check Rotation Nameplate Amps			
Number	hp	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps
1			•	•
2				
3				
4				
5				
<u>6</u> 7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
VFD Frequency				
	<u> </u>	· •		
Evaporative-Cooled Condenser Pumps				
Check Rotation	n 📙			
Number	hp	L1 Volts/Amps	L2 Volts/Amps	L3 Volts/Amps
1				
2				
XX 4 (C)	1.0. 4			
Water/Glycol				
1. Has the entire system been flushed and pressure checked?				
2. Has the entire system been filled with fluid?			Yes No	
3. Has air been bled from the heat exchangers and piping? ☐ Yes ☐ No			☐Yes ☐No	
4. Is the glycol the proper type and concentration (N/A if water)?			☐Yes ☐No	
5. Is there a minimum load of 50% of the design load?			☐Yes ☐No	
6. Has the water piping been insulated?			☐Yes ☐No	
7. What is the freeze point of the glycol (N/A if water)?				

Gas Hea	ating			
Natural	Gas Propane Propane	Purge Air fr	om Lines	Verify Pilot Spark
Stage	Manifold Pressure (w.c.) inlet		Manifold Pressu	re (w.c.) outlet
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12			_	

Electric Heatin	ng	
Stages		
L	imit Lockout	Aux. Limit Lockout
Stage	Volts/Amps	
1		
2		
3		
4		
5		
6		
7		
8		

Maintenance Log

This log must be kept with the unit. It is the responsibility of the owner and/or maintenance/service contractor to document any service, repair or adjustments. AAON Service and Warranty Departments are available to advise and provide phone help for proper operation and replacement parts. The responsibility for proper start-up, maintenance and servicing of the equipment falls to the owner and qualified licensed technician.

Entry Date	Action Taken	Name/Tel.