



# HEAT PUMP, A/C, & MINI-SPLIT (INDOOR UNIT)

## MAINTENANCE BREAKDOWN

Just like cars, HVAC systems require proper regular maintenance to keep them operating optimally. Regular cleaning and service will ensure that your system will operate as safely and as efficiently as possible, it will also help extend the longevity of the system and can help avoid costly repairs by detecting problems early. Many maintenance services require the knowledge, skills, and tools of a professional technician. During the maintenance call our technician will perform the tasks outlined below and make any necessary repairs and/or alert you of a possible situation. Following your tune-up, our technician will instruct you on anything you could do yourself as maintenance between our service visits.

### AIR CONDITIONER and HEAT PUMP MAINTENANCE

For air conditioners, an annual service tune-up and cleaning is recommended, usually performed in the spring. Our professional technicians will check and clean the connections, coils, blower components, lines, refrigerant, drain, fuses, and thermostat(s), as well as lubricate all working parts. Maintenance you can do yourself between service visits are to remove any yard debris or vegetation from the top and sides of your outdoor air conditioner unit and keep snow and ice clear of heat pumps.

### HEAT PUMP / A/C / MINI-SPLIT (INDOOR UNIT) - MAINTENANCE CHECKLIST

- Visual inspection of unit.
- Check thermostat(s) for proper calibration and operation
- Check evaporator coil (clean as needed)
- Check and clean condensate drain
- Check condensate pump (clean as needed)
- Install pan tablets to drain pan and condensate pump
- Check blower wheel (clean as needed)
- Check blower motor (clean and lubricate as needed)
- Check blower bearings (lubricate as needed)
- Check and clean or replace air filter
- Check fan relay or contactor
- Check capacitors
- Check zone dampers (if applicable)
- Check backup heat for proper operation
- Check wiring and wiring connections (tighten or repair as needed)
- Confirm proper voltage and amperage of unit components