

RESIDENTIAL SPLIT-SYSTEM AIR CONDITIONER AND HEAT PUMP DEALER SETUP CHECKLIST

Remove from literature packet and place in customer file at dealership.

NOTE: Read the entire installation instruction manual before starting the installation.

Check equipment for shipping damage. Note damages: _____

- ☐ Locate and level the unit. See Installation Instructions under Install on a Solid, Level Mounting Pad and Clearance Requirement sections.
- ☐ Elevate the unit to ensure proper drainage.
- ☐ Connect power and control wiring connections. See Installation Instruction under Make Electrical Connections section and 24- V circuit connection figures. Isolate control and high voltage wiring as much as possible. Electrical noise from high voltage wires may cause communication issues. There could be spare low voltage wires; keep the factory cap secured.
- ☐ Apply high voltage to unit for 24 hours before attempting to operate. Nuisance fault codes may be generated if the unit attempts to run while a large quantity of liquid refrigerant is in compressor.
- Power Supply Voltage: _____ Volts Control Voltage: _____ Volts
- ☐ Check factory wires and wire connections to ensure terminations are fully seated and properly secured. See wiring label on unit for proper wiring identification.
- ☐ Check wire routing to ensure wires are not in contact with tubing or sheet metal. Check wire routing around fan motor to ensure wires will not come in contact with fan blades. Isolate high voltage wiring from low voltage, control, and sensor wires to prevent electrical noise.
- ☐ Check field wiring for proper support, termination, tightness, and grounding. Ensure a quality earth ground is available and connected.
- ☐ Check that any factory-installed thermistors and/or sensors are making good contact and properly mounted to tubes.
- ☐ Install proper wire size and fuse/circuit breaker. Consult Product Data Sheet and/or local codes for recommended wire size and fuse/circuit breaker.
- ☐ For heat pumps, check the defrost sensor to ensure proper location and attachment. See the defrost sensor location illustration in the Installation Instructions.
- ☐ Check factory tubing to ensure tubes are not rubbing against each other or any sheet metal. Pay close attention to feeder tubes on both indoor and outdoor coils. Ensure wire ties are tight.
- ☐ Ensure proper line set sizes are used. See Installation Instructions under Make Piping Connections section and Refrigerant Connections and Recommended Liquid and Vapor Tube Diameters table.
- ☐ If line sets exceed 80 ft and/or exceeds 3 ft of buried line, see Installation Instructions Accessory Usage table for required accessories and appropriate Residential Split System Application Guidelines.
- ☐ Install solenoid valve (when required) and filter drier. Consult Product Data Sheet for proper accessory kit.
- ☐ Evacuate line set and indoor coil.
- ☐ Install factory specified R-454B Indoor Units only. Verify factory authorized dissipation control board is installed with indoor unit.
- ☐ Open refrigerant valves and check refrigerant charge. See Installation Instructions under Check Charge section. Use subcooling charging method if temperature allows. If ambient temperature is outside allowable range for subcooling charging method, weigh in additional refrigerant based on indoor coil match and line set length. Wall control charging screen will display required charge in pounds and ounces. Outdoor unit rating plate lists charge as a decimal value. Wait a minimum of 20 minutes for subcooling to stabilize before adding or removing charge. Due to the small size of some of these products, they are very sensitive to overcharging and may generate nuisance fault codes.
- ☐ Check refrigerant connections for leaks.

Suction Pressure: _____ psig

Outdoor Temperature: _____ °F

Liquid Pressure: _____ psig

Indoor Temperature: _____ °F

- ☐ If unit is installed in a sea coast or low- ambient application, see Installation Instructions Accessory Usage table.

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- ___ Before leaving job, ensure that all panels and covers are securely fastened and that service valve stem caps are tightened with wrench to 1/12th turn past finger tight.
- ___ Ensure all work areas are clean.
- ___ Leave User's/Owner's Manual with owner. Explain system operation and periodic maintenance requirements outlined in manual.
- ___ Fill out Dealer Installation Checklist and place in customer file.

Date: _____

Customer Name: _____ Phone No.: _____

Address: _____

City: _____ State: _____ Zip: _____

Outdoor Unit Model No.: _____ Indoor Coil Model No.: _____

Outdoor Unit Model No.: _____ Indoor Coil Model No.: _____

Accessories: _____
