

**MATTHEW ROBERTS INC.**  
**Air Conditioning ♦ Heating ♦ Refrigeration**  
**Sales ♦ Service ♦ Installation**  
 P.O. Box 1659 • Oviedo, FL 32762-1659  
**407-365-1222**  
**UNIT INSPECTION REPORT**

<b>Location:</b>	<b>Date:</b>
<b>Unit I.D.:</b>	<b>Service Tech:</b>
<b>Compressor</b>	<b>Air Filter</b>
Suction _____ PSI	Cleaned
Head _____ PSI	Replaced
Volts _____ AMPS _____	Size
Electrical Connections	<b>Heating Check &amp; Controls</b>
Contacts tight & clean	Heat Type
Oil Level _____ OK _____	Check & Service Heating
Oil Motor	Yes
Fan Volts _____ AMPS _____	No
<b>Condenser Coil</b>	<b>Thermostat</b>
Clean Coil	Check _____ OK
Check Fin Connections	Adjust
Refrigerant	<b>Exhaust Fans</b>
Leak Check	Check Fans _____ # of Fans
Charge Unit	Adjust or Replace Belt
..... lbs.	Oil Motor
<b>Fan Motor</b>	<b>Equipment Room</b>
Volts	Clean
AMPS _____	All Panels Secure
Fan Pulleys/Adjust Belt	Doors Locked
Belt Sizes: _____	<b>Outside Air</b>
Oil Motor	Open _____ Closed
Grease Bearings	Check Damper
<b>Evaporator Coil</b>	Check or Replace Filter
Clean Coil	<b>Comments:</b>
Signs of Mold Yes No	
Ent .....F Lug.....	
<b>Condensate Areas</b>	
Vacuum Drain Pan	
Inspect Drain Lines	
Blow Out Drain Lines	
Algae Treatment	