Home Energy Conservation Program Gas Furnace and Appliance Initial Audit Form

Client Name: _____ Client/Job Application ID: _____
Client Address: _____ Auditor: _____
County: _____ Date: _____

☐ **EMERGENCY**

☐ Follow-up Needed

☐ Standard Inspection / Clean and Tune

Fuel Type: ☐ Natural Gas ☐ LP Gas

Make of Furnace: _____

Model of Furnace: _____

Serial # of Furnace: _____

Location: _____

Furnace Type: ☐ Draft hood ☐ Mid-efficiency (80+) ☐ High-efficiency (90+) ☐ Mobile Home
☐ Other _____ Input: _____Btuh

Forced Air: ☐ Yes ☐ No

Gas Leaks: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Replace

Gas System Operating Ok: ☐ Yes ☐ No ☐ Contractor to Repair

Is there an Operational Shut-off Switch: ☐ Yes ☐ No

Operational Shut-off Switch Operating Ok: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Install

Electrical Safety Inspection Ok on all Appliances: ☐ Yes ☐ No ☐ Repairs Made ☐ Contractor to Repair
☐ Contractor to Replace

Electrical Polarity Correct: ☐ Yes ☐ No

Appliances Grounded: ☐ Yes ☐ No

Electrical Systems Operating Ok: ☐ Yes ☐ No

Pilot Safety Systems Working Properly: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Replace

L.P. Systems 100% shut-off: ☐ Yes ☐ No

Crack or Hole in the Interior of the Heat Exchanger(s): ☐ Yes ☐ No

Furnace Replacement Required for Interior Crack or Hole: ☐ Yes ☐ No

Burners Working Appropriately: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Replace

Vent System(s) Ok: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Replace

Adequate Combustion and Ventilation Air Available for CAZ 1: ☐ Yes ☐ No

Total BTUH in CAZ 1: _____ BTUH

Volume of air needed (Bru/hr divided by 20): _____ Cu. Ft.

Volume available (LxWxH): _____ Cu. Ft.

If Not Enough Adequate Combustion and Ventilation Air is Available for CAZ 1:
☐ Auditor provided combustion/ventilation air repairs ☐ Contractor to repair ☐ Contractor to Replace

Document methods for providing air, if needed, including pipe and grill sizes: _____

Air Filter(s) Clean: ☐ Yes ☐ No ☐ Contractor to Replace

Are Return Ducts Sealed All the Way Back to the Furnace if a Remote Filter is Installed: ☐ Yes ☐ No
☐ Not Applicable

Inspect, Clean and Adjust Direct or Belt Drive Blower Assembly(s): ☐ Yes ☐ No ☐ Contractor to Repair

Was the Blower Serviced: ☐ Yes ☐ No ☐ Contractor to service ☐ No blower

While Blower is Removed, Did You Inspect the Exterior of the Heat Exchangers): ☐ Yes ☐ No

Is there a Crack or Hole in the Exterior of the Heat Exchanger(s)? ☐ Yes ☐ No

Furnace Replacement Required for Exterior Crack or Hole? ☐ Yes ☐ No

While Blower is Removed, is the Indoor A/C Coil Dirty? (if one is present): ☐ Yes ☐ No
☐ Contractor to Clean ☐ No A/C Coil Present

Problems with the Duct System: ☐ Yes ☐ No ☐ Contractor to Repair ☐ Contractor to Replace

Are there any Open Returns: ☐ Yes ☐ No

Are Ducts Sealed: ☐ Yes ☐ No ☐ Not Applicable

Are there Properly Installed Temperature and Pressure Relief Valve(s): ☐ Yes ☐ No
☐ Contractor to Repair ☐ Contractor to Replace

"Worst Case Depressurization" Test of the CAZ using the Daily Safety Test Out Form Done: ☐ Yes ☐ No

Measure the "Fan Off" Temperature(s) and Reset Close to 90 Degrees Fahrenheit: ☐ Yes ☐ No
Was the Temperature too High: ☐ Yes and Adjusted or Replaced Switch ☐ Contractor to Repair
☐ Contractor to Replace ☐ Temperature ok

High Temperature Limit Switch Worked on All the Appropriate Appliances? ☐ Yes ☐ No
Contractor to Repair ☐ Contractor to Replace ☐ Test Conducted with No Problems

Inspect the Thermostat(s) and Set the Heat Anticipator: ☐ Yes ☐ No

Measure the Amperage on the Thermostat(s) and Heat Anticipator: ☐ Contractor to Repair ☐ Contractor to Replace ☐ No Repairs Necessary

Client Education Performed: ☐ Yes ☐ No