

HVAC Installation Handover Inspection Form

Project Details

Project Name

Location

Date of Inspection

Inspected By

Contractor

System Details

Type of HVAC System

Model/Serial Number

Capacity (Tons/kW)

Installation Location

Checklist

Item	Status (Yes/No/N.A)	Remarks
Equipment installed as per approved drawings	<div></div>	<div></div>
Piping/ductwork properly insulated & supported	<div></div>	<div></div>

Electrical connections checked & secured	<input type="text"/>	<input type="text"/>
Thermostats/controllers installed & operational	<input type="text"/>	<input type="text"/>
Drainage provisions checked	<input type="text"/>	<input type="text"/>
System started and tested	<input type="text"/>	<input type="text"/>
All safety devices operational	<input type="text"/>	<input type="text"/>
User training provided	<input type="text"/>	<input type="text"/>

Observations / Comments

Sign-Off

Inspector Name & Signature

Date

Client/Owner Representative Name & Signature

Date