

HVAC System Test and Commissioning Checklist

Project Information

Project Name	
Location	
Date	
Inspected By	

Equipment Details

Equipment Type	
Model/Serial No.	
Location/Zone	

Checklist

Item	Status (✓/✗)	Comments
Physical Inspection of Equipment		
Installed as per Drawings		
Mounting and Leveling Checked		
Electrical Connections Verified		
Ductwork Connections Checked		
Piping and Drainage Checked		
Insulation Verified		
Control Systems Tested		
Safety Devices Functional		
Air/Water Flow Rates Checked		
Temperature Controls Calibrated		
Start-up and Shutdown Tested		
Noise and Vibration Checked		
Deficiencies Noted		

Remarks

Sign Off

Name	Signature	Date