

# Monthly HVAC Energy Audit Form

Facility Name

Audit Month

Auditor

Date of Audit

## 1. System Information

HVAC System Type

Number of Units

Total Capacity (kW/BTU)

Area Served (sq ft)

## 2. Energy Consumption

Meter Reading (Start)

Meter Reading (End)

Total Energy Consumed (kWh)

## 3. System Performance

Average Supply Temp (°C)

Average Return Temp (°C)

Average Outside Temp (°C)

## 4. Maintenance Checklist

Filters Checked

Belts Inspected

Coils Cleaned

Thermostat Settings Checked

Leaks Detected

5. Notes & Observations

6. Recommendations