PUBLIC SERVICE COMPANY OF OKLAHOMA
An AEP Company

POWER FORWARD℠

PSO Custom Rebates – HVAC Tune Up Summary

Application Requirements:

- The PSO customer's account cannot be opted out of the Demand Side Management (DSM) Rider.

Required Documentation:

- Customer signed Terms and Conditions
- Itemized Invoice, once the project is complete

Complete the following form for each HVAC unit being serviced.

Unit Name Plate Data:				
System Type:	Air Conditioner Heat Pump Geothermal		Approx age of unit (years)	
Serial Number			Cooling Capacity (BTU/hr)	
EER Rating			Heating Capacity (BTU/hr) (if applicable)	
Inspection Check List				
Thermostat operation	Thermostat is operating properly		Yes	No
Air filter	Existing filters are clean or has been changed recently		Yes	No
Condensate drain	Condensate drain shows no sign of leakage		Yes	No
	Plumbing components and traps intact		Yes	No
	Drain free of obstruction		Yes	No
	Drain pan free of biological growth		Yes	No
Evaporator coil	Coil free of contaminants that could restrict air flow		Yes	No
	Pre Static Pressure		Post Static Pressure	
Evaporator fan & motor	Fan or blower has tight connection with blower motor shaft		Yes	No
	Fan can rotate freely		Yes	No
	Blower wheel is free of dust and debris		Yes	No
	Bearings are properly lubricated (if applicable)		Yes	No
All accessible refrigerant lines	Line free of any leaks, kinks, crushed sections or restrictions		Yes	No
	Proper insulation in place		Yes	No
Condenser coil	Condenser coils have been brushed and combed		Yes	No
	Condenser fins have been brushed and combed		Yes	No
Condenser fan motor	Fan blade has a tight connection to the blower motor shaft		Yes	No
	Fan can rotate freely		Yes	No
	Fan is properly lubricated (if applicable)		Yes	No
Proper refrigerant charge level	System was properly charged		Yes	No
	Expansion device type:	Orifice TXV		
	Nameplate Charge _____oz	Added _____oz	Removed _____oz	
I certify that a through tune up has been completed, including all the applicable actions indicated above				
Technician Signature:			Date:	