



2020 Boiler / furnace tune-up checklist

This checklist is used to document the data required for your boiler / furnace tune-up applications. Please complete this document and also include manufacturer's specification sheets or nameplate verification. For measure HG-27, process boiler tune-ups $\geq 10,000$ MBH, please include an invoice. Refer to, and complete, application page 14 for incentives and quantities.

Boiler / furnace tune-up

Tune-up checklist # 1

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 2

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 3

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 4

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 5

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 6

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 7

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 8

Site name	Date of tune-up
Manufacturer	Service (space heating, process, domestic hot water)
Model number	Annual hours of operation
Serial number	Unit input capacity (MBH)
Company performing tune-up	Technician performing tune-up

- Measure pre/post combustion efficiency using electronic flue gas analyzer
- Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- Adjust burner and gas input, manual or motorized draft controls
- Clean burners, combustion chamber and heat exchanger surfaces
- Complete visual inspection of system piping and installation
- Check safety controls
- Check adequacy of combustion air intake
- Check for proper venting
- Check draft control dampers
- Clean and inspect burner nozzles
- Include a copy of the combustion analyzer post test (boilers only)