

RACAN



START- UP CHECKLIST

Job Name:
Tag #:
Unit Model #:

Racan Production #:
Serial #:

Installation Address: _____
City: _____ State: _____

Purchasing Contractor: _____
City: _____ State: _____

Racan Local Representative: _____

When performing start-up and service, thorough safety precautions should always be taken. Only qualified individuals should perform these functions.

WARNING: Before entering fan section, make sure that fan electrical power source is disconnected and locked in the "OFF" position.

1. Is any shipping damage visible? Yes ☐ No ☐
2. Is unit completely and properly installed with ductwork connected? Yes ☐ No ☐
3. Are shipping brackets removed and discarded? Yes ☐ No ☐
4. Are all construction debris removed and filters cleaned? Yes ☐ No ☐
5. Is electrical work completed and properly terminated? Yes ☐ No ☐
6. Are electrical connections tight? Yes ☐ No ☐
7. Electrical service corresponds to motor nameplate? Yes ☐ No ☐
 ____V ____Hz ____Phases
 (Imbalanced phase must not exceed 2%)
8. Are set screws on all pulleys, bearings and fans tightened? Yes ☐ No ☐
9. Are fan and motor sheaves' alignment checked? Yes ☐ No ☐
10. Are belts' tensions checked? Yes ☐ No ☐
11. Is condensate drain pan trapped? Yes ☐ No ☐
12. Does fan turn freely when rotated by hand? Yes ☐ No ☐
13. Start the fan and check rotation
 (If fan is operating backward, reverse two legs of 3 phase supply power) Yes ☐ No ☐
14. Is fan operation stable on integral base? Yes ☐ No ☐
15. Does current per phase exceed motor full load AMPS?
 ____AMPS ____AMPS ____AMPS Yes ☐ No ☐

NOTE: It is the contractor's responsibility to supply and install the proper belts and sheaves if the fan speed has to be changed during the air balancing, .

Performed by: _____ Title: _____

Signature: _____ Date of Start-up: _____

Contractor name: _____

RETURN COMPLETED FORM TO: Racan Carrier, 2025 Boul. Dagenais Ouest, Laval, Que. H7L 5V1

COMMENTS: _____

