

Air Conditioning Maintenance Checklist

Date: _____

Client Name: _____

Address: _____

Technician Name: _____

Checklist Items

- Inspect and clean the air filter
- Check the refrigerant levels
- Inspect the condenser coils
- Clean the evaporator coils
- Check and clean the blower components
- Inspect ductwork for leaks
- Verify thermostat operation
- Inspect electrical components and connections
- Test the overall system performance
- Check and clean drain lines

Additional Notes

Technician Signature: _____

Client Signature: _____