

AIR EXCHANGER					
Maintenance / Inspection Checklist					
Canadian Forces Housing Agency's Maintenance and Minor Improvements Standing Offer Document 2020-2024					
Address- Street:		Bldg.n°:		Sub Bldg.n°:	
Date Serviced : DAY/MTH/YEAR			Work Order n°:		
Appliance Information:					
Year Installed:		Make:		Model n°:	
				Serial n°:	
Type of installation: (simplified or fully ducted)			Type: (HRV or ERV)		Capacity: (CFM)
Items to be serviced or inspected:					
Check/populate applicable box(es) <b>N/A</b> = Not Applicable; <b>C</b> = Completed; <b>A/R</b> = Action Required					
		N/A	C	A/R	Describe Action required:
1.	Controls – inspected				
2.	Operation modes – inspected and tested				
3.	Air filter(s): disposable – replaced / reusable – cleaned				
4.	Intake and exhaust hoods and grilles – inspected and cleaned				
5.	Recovery core – inspected and cleaned				
6.	Blower motor wheel and fan – inspected and cleaned				
7.	Condensate pump, line and pan – inspected and cleaned				
8.	Appliance exterior casing – inspected				
9.	Appliance operation after servicing – tested				
Occupant's information: (write "VOID" if RHU is vacant)				Contractor's information:	
Occupant's name:				Technician's name:	
Occupant's signature:				Certificate n° :	

