# ITC – Fan Installation

|  |  |  |  |
| --- | --- | --- | --- |
| **Project** |  | **Job Number** |  |
| **Level** |  | **Area/Grid Ref.** |  |
| **System** |  | **QA Check Start Date** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ref#** | **Criteria** | **Initial**  **X / ✓ / NA** | **Follow-up**  **X / ✓ / NA** | **Comments** |
|  | Nameplate data conforms to IFC schedule |  |  |  |
|  | External springs and mounts installed |  |  |  |
|  | Fan air flow direction correct |  |  |  |
|  | Flexible connections Installed |  |  |  |
|  | All transit bolts, straps and packaging removed |  |  |  |
|  | Fan Labelled |  |  |  |
|  | VSD Installed |  |  |  |
|  | VSD Labelled |  |  |  |
|  | Rotation Tested |  |  |  |
|  | Electrical Complete |  |  |  |
|  | Controls Complete |  |  |  |
|  | Rotation Tested |  |  |  |
|  | Installation left Clean & Tidy |  |  |  |
| Notes | | | | |
|  | | | | |

## Sign Off/Acceptance

### VAE Representative

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Company** | **Position** | **Signature** | **Time/Date** |
|  |  |  |  |  |

### Client (or other)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Company** | **Position** | **Signature** | **Time/Date** |
|  |  |  |  |  |

A copy of this Inspection Test Checklist must be retained onsite.