

## INSTRUCTIONS FOR CREATING SUBFORM: 2.8-HTG-Semi-Annual

**Follow these steps to create the form fields:**

### **STEP 1: Create a Single Select field**

**Description:** 2.8-SA-HTG-3: Check baseboard/radiant panel for dust, dirt and debris. Clean as needed.

**Options:** Yes, No

### **STEP 2: Create a Single Select field**

**Description:** 2.8-SA-HTG-1: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

**Options:** Yes, No