

## Small Business Prescriptive Rebate Program Space Heating Boiler Tune-Up Checklist

If you are applying for the space heating boiler tune-up rebate, please complete this checklist and submit it with your completed and signed Small Business Prescriptive Rebate Program Application. Customers are eligible for a boiler tune-up rebate once every 36 months. Customers with a maintenance contract addressing boiler tune-ups are not eligible for this rebate.

### Contractor/Equipment Information

Contractor Name:		Technician:	
Annual Operating Hours:		Make:	
Model Number:		Serial Number:	
Boiler Input (MBH):		Boiler Location:	
Boiler Type:	<input type="checkbox"/> Hot Water <input type="checkbox"/> Low-Pressure Steam <input type="checkbox"/> High-Pressure Steam	Date of Service:	

### Tune-Up Checklist

**The boiler tune-up shall be completed by a qualified technician and include all of the following that apply:**

	Requirement		Requirement
<input type="checkbox"/>	Measure combustion efficiency <b>prior</b> to tune-up using an electronic flue gas analyzer	<input type="checkbox"/>	Remove all hand hole and manhole plates; flush boiler with water to remove loose scale and sediment
<input type="checkbox"/>	Adjust airflow and reduction of excessive stack temperatures	<input type="checkbox"/>	Replace all hand hole and manhole plates with new gaskets
<input type="checkbox"/>	Adjust burner and gas input, manual or motorized draft control	<input type="checkbox"/>	Open feedwater tank manway, inspect and clean as required; replace manway plate with new gasket
<input type="checkbox"/>	Check for proper venting	<input type="checkbox"/>	Clean burner and burner pilot
<input type="checkbox"/>	Complete visual inspection of system piping and insulation	<input type="checkbox"/>	Check pilot electrode and adjust or replace
<input type="checkbox"/>	Check safety controls	<input type="checkbox"/>	Clean air damper and blower assembly
<input type="checkbox"/>	Check adequacy of combustion air intake	<input type="checkbox"/>	Clean motor starter contacts and check operation
<input type="checkbox"/>	Clean fireside surfaces	<input type="checkbox"/>	Make necessary adjustments to burner for proper combustion
<input type="checkbox"/>	Inspect all refractory; patch and wash coat as required	<input type="checkbox"/>	Perform all flame safeguard and safety trip checks
<input type="checkbox"/>	Inspect gaskets on front and rear doors and replace as necessary	<input type="checkbox"/>	Check all hand hole plates and manhole plates for leaks at normal operating temperatures and pressures
<input type="checkbox"/>	Seal and close front and rear doors properly	<input type="checkbox"/>	Troubleshoot any boiler system problems as requested by on-site personnel
<input type="checkbox"/>	Clean low and auxiliary low water cut-off controls, then reinstall using new gaskets	<input type="checkbox"/>	Measure combustion efficiency <b>after</b> tune-up using an electronic flue gas analyzer
<input type="checkbox"/>	Clean plugs in control piping		

**Copies of before and after combustion analysis results must accompany each boiler tune-up rebate application.**