Offline Field Report Checklist

Electric for HVAC Replacement

Required Images and Document(s) – Please upload the specified document(s) to the Accela record and photograph the following images using the VuSpex App:

- ☐ Elevation of AHU (location) – zoom in/out as needed.
- ☐ Elevation of Condensing unit (location) - zoom in/out as needed.
- ☐ Manufacturer Data plates for each unit, including heat strip data plate.
- ☐ Conductor size(s).
- ☐ Main breaker panel without cover.
- ☐ Associated circuit breaker(s).
- ☐ Remote disconnect(s).
- ☐ Flex connection(s) to unit(s).

**Once the photos listed have been submitted via the VuSpex app, the desired inspection is automatically scheduled for the following business day.