UNITED MECHANICAL INC.

# Start-Up Request Form

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|---|---|
| Date: | Project Manager: |
| Job Name: | Person Requesting Start-Up: |
| UMI Job #: | Job Site Contact (GC & UMI Super): |
| Address: | Requested Date (We request 5 Business days advance notice) |
| Cost Codes (Labor & Material) : | Labor Hours Budgeted: _____ |

| |
|---|
| List Equipment to be Started: |

**Check List Items:** **YES / NO**

| | | |
|---|---|---|
| Drawings Provided to Special Projects: | ☐ | ☐ |
| Submittals to Special Projects: | ☐ | ☐ |
| Permanent electrical equipment connections complete and verified: BY: _____ | ☐ | ☐ |
| Life Safety System Operational: *If no, develop a plan with the Project Manager | ☐ | ☐ |
| Verify Breaker Location: _____ | ☐ | ☐ |
| Building Condition Ready For Start-Up / PM Startup Letter Issued: | ☐ | ☐ |
| Temporary Filters in place: | ☐ | ☐ |

| | | |
|---|---|---|
| Controls Contractor Name / Contact Information: _____ | ☐ | ☐ |
| Piping Complete Including Condensate Lines: | ☐ | ☐ |
| Air Distribution Complete and/or Open: | ☐ | ☐ |
| Is Special Projects Responsible for Final Filters: | ☐ | ☐ |
| Insulation Complete: | ☐ | ☐ |

Notes or Exceptions: