

## New Equipment Submittal Sign-Off Form

Service Provider is expected to review OEM equipment and adaptor curb submittals and compare to existing equipment being replaced. This is required in advance of the customer placing the equipment order.

<b>Facility:</b>	<b>Store #</b>
<b>Submitted By:</b>	<b>Phone #</b>
<b>Address:</b>	<b>Fax #</b>
<b>City:</b>	<b>Contact:</b>
<b>State:</b>	<b>Zip Code:</b>
	<b>Date:</b>

- Confirmed Voltage
- Confirmed Single or 3 Phase
- Confirmed Tonnage
- Confirmed Heat Capacity
- Confirmed Electric Heat
- Confirmed Horizontal or Vertical Coil
- Confirmed Mounting of Furnace/AH – upflow/downflow/horizontal
- Confirmed Adaptor Curb Submittals
- Responsible for obtaining all necessary permits

\_\_\_\_\_  
*Acceptance – Company Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Acceptance – An Authorized Representative of Engineering  
Excellence National Accounts LLC*

\_\_\_\_\_  
*Date*