

**Fan Maintenance Checklist**

Fan ID \_\_\_\_\_ Date \_\_\_\_\_

**Customer**

Company \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

PO; Workorder \_\_\_\_\_

Purpose \_\_\_\_\_

**Service Personnel**

Company \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_

**Fan Data**

Manufacturer \_\_\_\_\_ Model & Size \_\_\_\_\_

Fan Rpm \_\_\_\_\_ Rot & Disch \_\_\_\_\_

Fan Arrg \_\_\_\_\_ Motor Pos. \_\_\_\_\_

Fan Const \_\_\_\_\_

Age/History \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

Fan ID \_\_\_\_\_ Date \_\_\_\_\_

**Motor Data**

Motor Mfg \_\_\_\_\_ Type \_\_\_\_\_ SN \_\_\_\_\_

Motor HP \_\_\_\_\_ Frame \_\_\_\_\_ RPM \_\_\_\_\_

FLA \_\_\_\_\_ Act Amp \_\_\_\_\_ Act Voltage \_\_\_\_\_

Efficiency \_\_\_\_\_ Power Factor \_\_\_\_\_ Phase \_\_\_\_\_

Age/History \_\_\_\_\_

Comments \_\_\_\_\_

**Drive Data**

V Belt Centers \_\_\_\_\_ Belts \_\_\_\_\_

Tension \_\_\_\_\_ Design Tension \_\_\_\_\_

Coupling Type \_\_\_\_\_ Mfg \_\_\_\_\_ Size \_\_\_\_\_

Bearings Type \_\_\_\_\_ Size \_\_\_\_\_ Grease/Oil \_\_\_\_\_

Bearing Temp Inboard \_\_\_\_\_ Outboard \_\_\_\_\_

Age/History \_\_\_\_\_

Comments \_\_\_\_\_

**Installation Data**

Foundation \_\_\_\_\_

Isolation Rubber \_\_\_\_\_ Spring \_\_\_\_\_ Qty \_\_\_\_\_

Mounting Bolts Missing \_\_\_\_\_ Bolts Tight \_\_\_\_\_ Level \_\_\_\_\_

Flex Connector Inlet \_\_\_\_\_ Outlet \_\_\_\_\_ Type \_\_\_\_\_

Inlet Ducting \_\_\_\_\_ Size \_\_\_\_\_

Outlet Ducting \_\_\_\_\_ Size \_\_\_\_\_

Describe Mounting Structure \_\_\_\_\_

Airstream Temp \_\_\_\_\_ Material Conveyed, Rate \_\_\_\_\_

Comments \_\_\_\_\_

Fan ID \_\_\_\_\_

Date \_\_\_\_\_

**Overall Velocity Vibration**

**Bearing Enveloped Acceleration**

<b>Positions</b>	<b>Vertical</b>	<b>Horizontal</b>	<b>Axial</b>	<b>10:00</b>	<b>12:00</b>	<b>2:00</b>
Fan Inboard Bearing	Left	_____	_____	_____	_____	_____
	Right	_____	_____	_____	_____	_____
Fan Outboard Bearing	Left	_____	_____	_____	_____	_____
	Right	_____	_____	_____	_____	_____
Motor Inboard Foot	Left	_____	_____	_____	_____	_____
	Right	_____	_____	_____	_____	_____
Motor Outboard Foot	Left	_____	_____	_____	_____	_____
	Right	_____	_____	_____	_____	_____

- Overall velocity vibration measurements are used to evaluate rotational and structural problems such as imbalance, resonance, misalignment, looseness, soft foundation, bent shaft and stress. Units are inches/second or mils (mm/second); Range is 10 to 1 kHz.
- AMCA 204-96, BV-3 Limits:
 

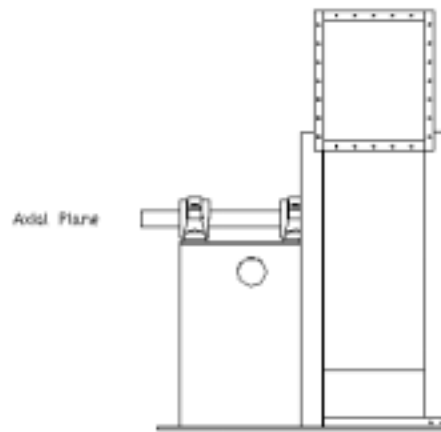
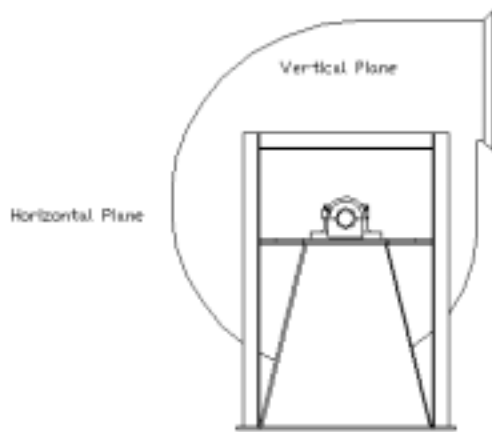
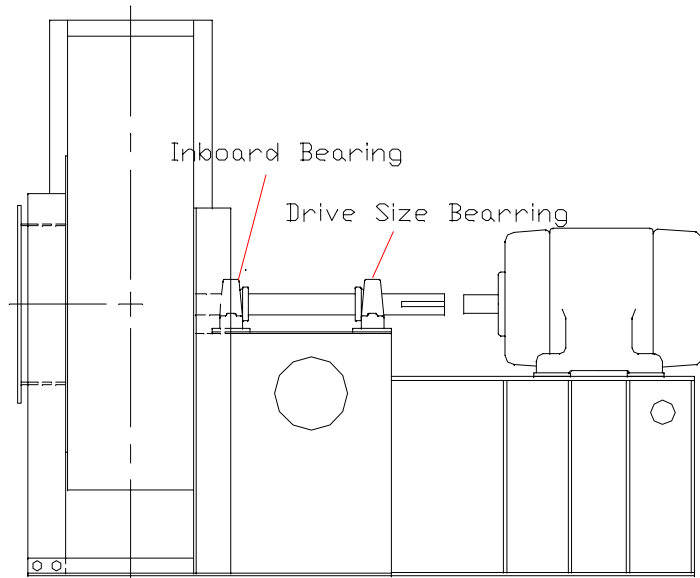
Rigid Base <	Start Up, 0.25 in/sec	Alarm, 0.40 in/sec	Shut Down, 0.50 in/sec
Flexible Base <	Start Up, 0.35 in/sec	Alarm, 0.65 in/sec	Shut Down, 0.70 in/sec
- Bearing enveloped acceleration measurements represent the high frequency repetitive vibration signals typically caused by bearing and gear mesh problems that can be hidden by the lower frequency rotational or structural noise. Units are g forces (acceleration). Range is 10 to 30 kHz. Target, < 4 g.

**Comments:** \_\_\_\_\_

\_\_\_\_\_

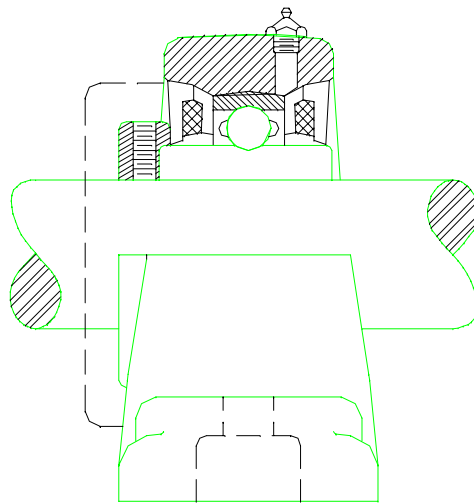
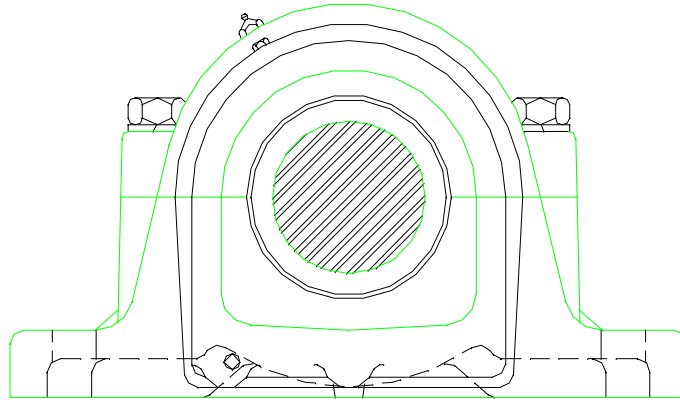
\_\_\_\_\_





Vertical Plane

Horizontal Plane



Axial Plane