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 _____

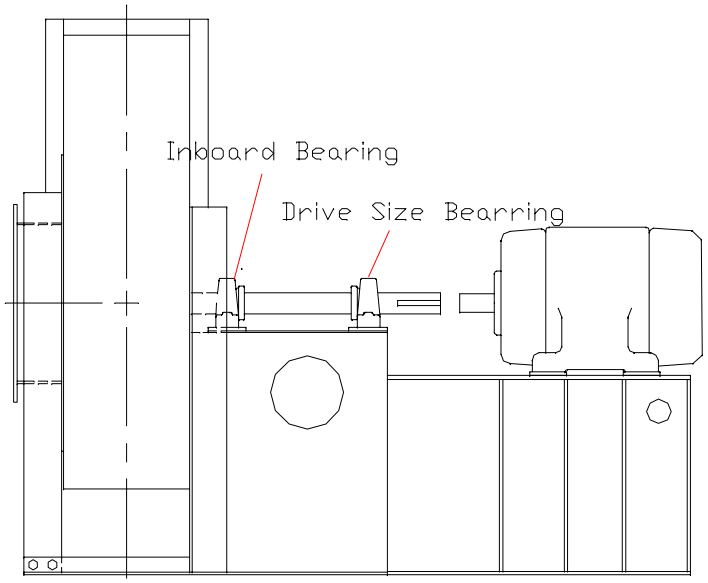
_____

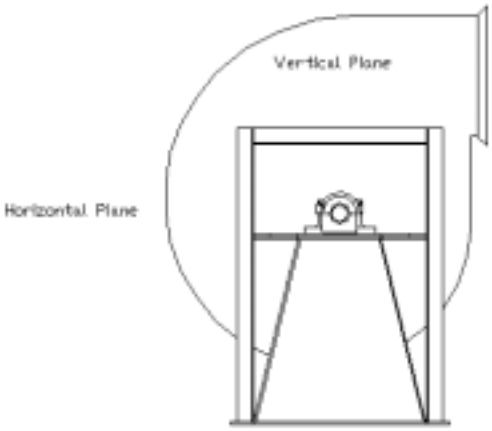
Fan ID _____ *Date* _____

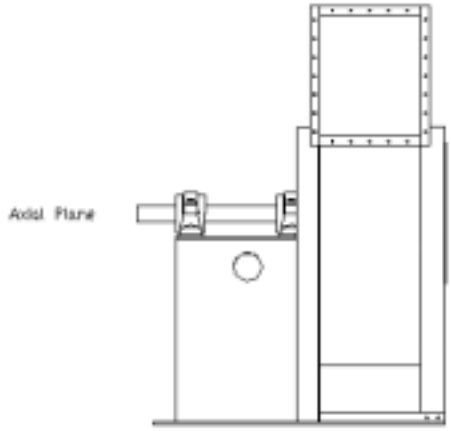
		Overall Velocity Vibration			***Bearing Enveloped Acceleration***		
Positions		**Vertical**	**Horizontal**	**Axial**	***10:00***	***12:00***	***2:00***
Fan Inboard Bearing	Left						
	Right						
Fan Outboard Bearing	Left						
	Right						
Motor Inboard Foot	Left						
	Right						
Motor Outboard Foot	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: _____

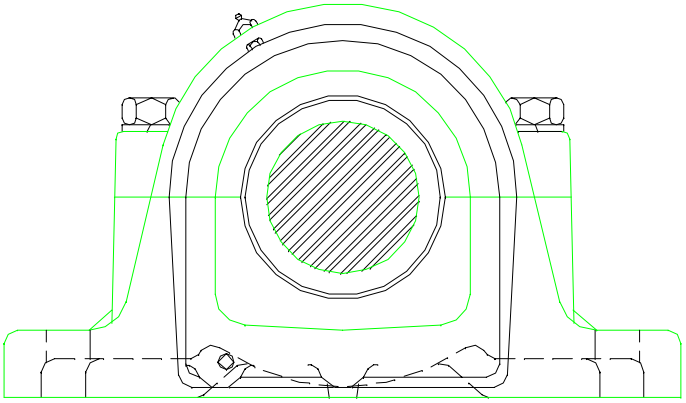

Inboard Bearing
Drive Size Bearring

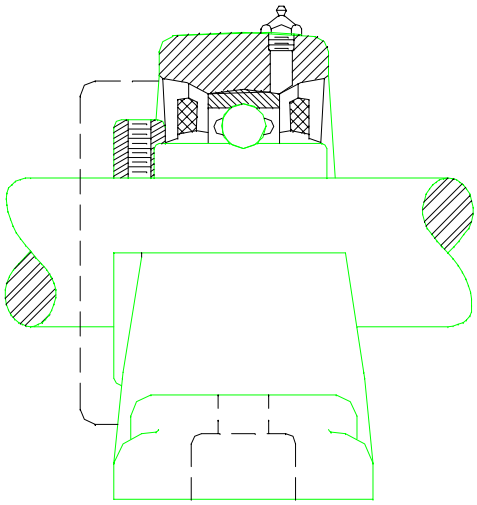

Vertical Plane
Horizontal Plane


Axial Plane

Vertical Plane

Horizontal Plane





Axial Plane