



CleanVision
Energy Efficiency

Small and Medium Business

2026 Boiler/furnace tune-up checklist

This checklist is used to document the data required for your boiler/furnace tune-up applications. Please complete this document for each tune-up performed and also include manufacturer's specification sheets or nameplate verification.

Please include the invoice for all tune-ups completed.



Boiler/furnace tune-up checklist

Tune-up checklist # 1

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 2

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 3

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 4

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 5

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 6

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 7

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 8

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 9

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 10

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 11

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 12

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 13

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 14

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 15

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 16

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 17

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 18

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Boiler/furnace tune-up checklist

Tune-up checklist # 19

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |

Tune-up checklist # 20

| | |
|---|---|
| Site name: | Service (space heating, process, domestic hot water): |
| Manufacturer: | Date of tune-up: |
| Model number: | Annual hours of operation: |
| Serial number: | Unit input capacity (MBH): |
| Company performing tune-up: | Technician performing tune-up: |
| <input type="checkbox"/> Measure pre/post combustion efficiency using electronic flue gas analyzer | |
| <input type="checkbox"/> Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures | |
| <input type="checkbox"/> Adjust burner and gas input, manual or motorized draft controls | |
| <input type="checkbox"/> Clean burners, combustion chamber and heat exchanger surfaces | |
| <input type="checkbox"/> Complete visual inspection of system piping and installation | |
| <input type="checkbox"/> Check safety controls | |
| <input type="checkbox"/> Check adequacy of combustion air intake | |
| <input type="checkbox"/> Check for proper venting | |
| <input type="checkbox"/> Check draft control dampers | |
| <input type="checkbox"/> Clean and inspect burner nozzles | |