

Pre Start-Up Checklist

For Generator and/or Automatic Transfer Switch

Be sure that all of these requirements are met before our Service Technician arrives on the job site. This checklist must be faxed or e-mailed to our office at least 7 business days prior to required start-up date in order to schedule the inspection. Please do not schedule occupancy inspections or other inspections that require a functioning generator until the generator has been started up. NPC will not guarantee service if start-up is requested sooner than this time. Failure to complete all of these items prior to the arrival of our Service Technician will result in additional billing for the extra trip, or extra time spent on site. Our normal billing rate is currently \$105.00 per hour and \$1.25 per mile.

Checklist

_____ Fuel supply system hooked up using supplied flex fuel lines.
NG _____ LPV _____ LPL _____ D _____

_____ Fuel supply available.

_____ Gallons of diesel fuel has been installed in the sub-base tank, or above ground tank.

****If unit is natural gas or propane, please ensure the mechanical contractor has completed the following:**

_____ Primary regulator has been installed. BTU rating of primary regulator is _____ btu's

_____ Size of pipe used between primary regulator and generator is _____ inches

_____ Primary regulator is adjusted to _____ inches of water column.

**It is the contractors responsibility to properly size the piping and regulators. If there are any questions please call National Power Corporation for assistance or refer to your installation manual.

Was a load bank test purchased with your generator? If yes, How many hours: _____

How close can the technician park to the generator? _____ ft

Control Wiring: Must be in separate Conduit from AC wires.

* _____ Control wires are in separate conduit from power wires

* _____ If a H type transfer switch is used, a 2 conductor twisted, shielded cable has been installed

AC Leads:

* _____ Separate from control wiring.

* _____ Terminated correctly

* _____ Wiring positioned neatly in control panel and ATS.

Checklist Continued

Remote Annunciator:

- * _____ Has been installed.
- * _____ 4 wire **Twisted, Shielded Cable** has been run between generator and remote annunciator.
NOTE: REQUIRED WIRE GAUGE FOR LENGTH OF RUN
18 AWG UP TO 1200 FEET - 5 CONDUCTOR (4 plus shield)
24 AWG UP TO 250 FEET. - 5 CONDUCTOR (4 plus shield)

Correct voltage (120/240/480 VAC) has been run and connected for:

- * _____ Engine block heater (water cooled units) with breaker turned off.
- * _____ Battery charger wired
- * _____ Battery heater pad (if applicable)

- _____ Exhaust system (muffler) has been installed when shipped loose.
- _____ Automatic Transfer Switch has been installed, and wire properly connected.
NOTE: Please mark power leads properly at both ends to prevent intermixing of the neutral lead.
- _____ Make sure generator voltage matches utility voltage.
- _____ Make sure the owner has maintenance personnel at site during the start up inspection.

Note: If training is required, the owner must be present during the time of start-up. If a separate trip is required normal time and material rates will apply.

If you have any questions about installation, contact your sales person, who will put you in touch with service.

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P 1-800-790-1672
F 919-790-9714

Project Information

Project Name: _____ Your Salesperson's name: _____

Street Address: _____

Job Site Contact: _____ Phone: _____ Fax: _____

Generac Serial #: _____ kW Size: _____ Voltage: _____

How many Transfer Switches: _____ Does NFPA110 apply? _____ Yes _____ No

Owners Name: _____ E-mail address: _____

Address: _____

Phone: _____ Fax: _____

Installation Contractors Name: _____

Address: _____

Phone: _____ Fax: _____

Name of Contact: _____

Directions to Job Site if not available on Map Quest or equivalent: _____

Date When Start-Up is needed (7 day advance notice required): _____

Special instructions: _____

Other Information: _____

Signature: _____ Date: _____

Print Name: _____

**Fax completed form to 919-790-9714
Attention: David Fitzsimons**

Or e-mail to david.fitzsimons@natpow.com