Energy solutions for a brighter tomorrow™

Intelli-Hood Start-up Confirmation

TO: **FAX/EMAIL:**

FROM: **DATE:**

JOB NAME: **ADDRESS:**

SCHEDULED DATE FOR START-UP: *(Ideally 1-2 weeks before turnover)*

To ensure the Intelli-Hood system is ready for the start-up and test on the above scheduled date, please verify that the following items are completed:

1. Power is available to run the fans and System Controller. If site requests Melink to test heat mode of air handlers or cooking equipment, gas must be available. ___ YES ___ NO
2. Variable Frequency Drives (VFDs) have appropriate 3-phase (208/3, 230/3, 460/3, or 575/3) wired to their inputs and the outputs are wired in separate conduit to each fan motor. ___ YES ___ NO
3. Melink System Controller has 115 VAC shunt trip circuit wired to input; output is wired to hood lights. ___ YES ___ NO
4. All exhaust and MUA fans are installed and operating with correct rotation. ___ YES ___ NO
5. If there is a MUA unit with any type of controls (heating, cooling, motorized damper, etc.), a separate 115 VAC circuit is wired to these controls for power (cannot be tapped off existing motor circuit from VFD). ___ YES ___ NO
6. Control cables (18 AWG min., plenum rated) are installed between System Controller and RTU, MUA, BMS, BACnet Ethernet or any other devices called out on Melink plans. ___ YES ___ NO
7. All hoods sensors are installed. ___ YES ___ NO
8. All sensor cables are installed between Melink I/O Processor and hood sensors. ___ YES ___ NO
9. A representative of the owner shall be onsite for training:
   Training must be done during the startup visit. Melink Startup Service does not include a revisit to train the owner. ___ YES ___ NO
10. Is the above address correct? (if not please list correct address) ____YES ____NO

    Name, phone:_____

THE SUPERINTENDENT OR PROJECT MANAGER MUST SIGN AND RETURN THIS CHECKLIST TO MELINK CORPORATION AT (513) 965-7353 OR checklist@melinkcorp.com. THE CHECKLIST MUST INDICATE THE INTELLI-HOOD SYSTEM IS 100% READY.

Signature: _____ **Date:** _____

NOTE: This checklist must be returned to Melink no later than Wednesday (3:00pm, EST/EDT) of the week prior to the date requested. There will be a $1350 minimum surcharge if the Intelli-Hood system is not ready and a second visit must be made; this includes additional visits for training. This request for work will only be confirmed upon receipt of a completed checklist indicating the site is ready. Also, in the event that there are items above still being completed at the time of our visit, which delay our work beyond 2 hours, there will be a $1350 minimum surcharge and a second visit must be made.'