Has to be completed by installer or approved commissioner

All shaded cells in column A must have corresponding answers or readings provided.

Column A	
Address of installation/ Client detail	
Installer / Company	
Commissioned by	
Commissioning date	

Major Equipment	**Model**	**Serial number(s)**
Heat pump 1		
Heat pump 2		
Heat pump 3		
Heat pump 4		
Heat pump 5		
Heat pump 6		
Heat pump 7		
Heat pump 8		
Heat pump 9		
Heat pump 10		
Heat Pump Controller/Indoor module		
	ASHP	**GSHP**
Indirect DHW cylinder(s)/ thermal storage volume *N/A for GSi, EcoHeat, EcoZenith*	Indirect cylinder volume, L / Coil surface, m^2	Indirect cylinder volume, L /Coil surface, m^2
Buffer tank or system water volume available 24/7/365 days a year *N/A for EcoZenith 255, EcoZenith555, EcoHeat*	Volume, L	Volume, L
DHW Immersion heater Yes/ No		
Heating system Immersion heater Yes / No *MUST be installed for CombiAir series*		
External heat source type		
Solar thermal panels		
Other		

Has to be completed by installer or approved commissioner

All shaded cells in column A must have corresponding answers or readings provided.

General Checks	ASHP / GSHP
System filled, positioned and adjusted in the correct manner according to the instructions Yes / No	
Outside Air Temp. Sensor correctly positioned Yes / No	
Magnetic Dirt Separator must be installed on the return pipe of the every HP or cooling module, Yes / No	
System air released, air bleed valves installed Yes / No	
Functional test of heat Ecologic system complete: Yes / NO	

Ground Loops/Brine Circuit	**Reading**
Brine filter installed and cleaned Yes / NO	
Brine pressure, bar	
Glycol Freezing temperature. MUST be -15^{0}C	

Internet connected, Yes / No	
My Uplink application installed Yes / No	
System settings has to be saved to the USB memory card for submission to CTC-UK Yes / No	

Installer / Commissioner	
Date of Engineer Signature	

To activate the warranty, ***this commissioning report*** (scan or photocopy) ***along with the system settings file*** must be submitted by commissioner online to Go Geothermal Ltd using the following link www.ctc-uk.com

For uninterrupted operation and to extend the warranty on the equipment, the system must undergo annual service maintenance, and relevant records should be made on the **service record** page

Has to be completed by installer or approved commissioner

All shaded cells in column A must have corresponding answers or readings provided.

CTC HEAT PUMP SERVICE RECORD:

To maintain the warranty, annual servicing should be performed within approximately 60 days of the equipment's commissioning date.

Annual service should include following:
Inspection of refrigerant leakage, gas pressure, evaporator cleaning (ASHP), cleaning all filters, brine filter cleaning (GSHP), checking the glycol freezing point (GSHP), Pressure on the brine side (GSHP), diverting and mixing valves functionality, charge pump, brine bump circulation pump functionality. Check all electric contacts, sensor readings, system settings and functionality.

Service 1:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	

Service 2:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	

Service 3:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	

Service 4:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	

Service 5:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	

Service 6:			
Engineer Name			
Engineer Company			
Contact no.			
Glycol Freezing temperature (GSHP) – °C Glycol pressure - Bar All stated above checked			
Signed		Date	