



# Emergency HVAC Troubleshooting Checklist

## Quick fixes to try before calling a professional

### 1 Check Your Thermostat Settings

- **Action:** Ensure the thermostat is on the correct setting (heat or cool) and set to your desired temperature.
- **Tip:** Replace batteries if the display is blank or unresponsive.

### 2 Inspect Your Air Filter

- **Action:** A clogged filter can restrict airflow and shut down your system.
- **Tip:** Replace dirty filters and check monthly to prevent future issues.

### 3 Confirm Power Supply

- **Action:** Check the circuit breaker, fuse box, and system switches to ensure your HVAC system has power.
- **Tip:** Reset the breaker if it has tripped but avoid multiple resets.

### 4 Test Airflow

- **Action:** Check vents and registers for blockages like furniture, rugs, or debris.
- **Tip:** Open all vents evenly to balance airflow throughout your home.

### 5 Inspect the Outdoor Unit

- **Action:** Look for debris, ice, or leaves blocking the outdoor unit.
- **Tip:** Gently clear the area around the unit and ensure it's level.

### 6 Check for Odd Noises or Smells

- **Action:** Unusual sounds or odors may indicate loose parts, leaks, or motor issues.
- **Tip:** Turn off your system and note the details to share with a technician.

### 7 Reset Your System

- **Action:** Turn off the system for 5 minutes, then restart it.
- **Tip:** Refer to your owner's manual for system-specific reset instructions.

### 8 Verify Gas Supply (for Furnaces)

- **Action:** Ensure the gas valve is open and the pilot light is lit.
- **Tip:** If the pilot light is out, follow the manufacturer's relighting instructions.

### 9 Check Drain Lines

- **Action:** Look for clogs in the condensate drain line, which may cause water leaks.
- **Tip:** Use a wet/dry vacuum to clear blockages if accessible.

### 10 Monitor the Issue

- **Action:** Note when the problem started and any symptoms your system displays.
- **Tip:** This information will help a technician diagnose the issue faster if needed.



Contact Hall's Heating & Air for professional HVAC services!

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