

Boiler and Domestic Hot Water Heater Tune-Up Checklist

Valid Jan. 1, 2026 - Dec. 31, 2026

If you are applying for a boiler tune-up rebate, please complete this checklist and submit it with your completed and signed Prescriptive Rebate Program application. Customers are eligible for a space heating boiler, multi-family domestic hot water boiler, and furnace tune-up rebate once every 36 months. Customers are eligible for a process boiler tune-up rebate once every 36 months. Customers with a maintenance contract addressing boiler tune-ups are not eligible for this rebate.

Contractor/equipment information

Contractor Name:		Technician:	
Annual Operating Hours:		Boiler Make:	
Boiler Model Number:		Boiler Serial Number:	
Boiler Input (MBH):		Boiler Location:	
Burner Model Number:		Burner Serial Number:	
Boiler Type:	☐ Hot Water ☐ Low-Pressure Steam ☐ High-Pressure Steam ☐ Process ☐ Space Heating ☐ Domestic Hot Water		Burner Make:

Tune-up checklist

The boiler tune-up shall be completed by a qualified technician and include all of the following that apply.* Not every box needs to be checked in order to receive incentives. Only check boxes of work performed.

☐	Measure combustion efficiency prior to tune-up using an electronic flue gas analyzer	☐	Clean burner and burner pilot
☐	Adjust airflow and reduction of excessive stack temperatures	☐	Check pilot electrode and adjust or replace
☐	Adjust burner and gas input, manual or motorized draft control	☐	Clean air damper and blower assembly
☐	Check for proper venting	☐	Make necessary adjustments to burner for proper combustion
☐	Complete visual inspection of system piping and insulation	☐	Perform all flame safeguard and safety trip checks
☐	Check safety controls	☐	Check all handhole plates and manhole plates for leaks at normal operating temperatures and pressures
☐	Check adequacy of combustion air intake	☐	Troubleshoot any boiler system problems as requested by on-site personnel
☐	Clean fireside surfaces	☐	Measure combustion efficiency after tune-up using an electronic flue gas analyzer

*Copies of before and after combustion analysis results must accompany each boiler tune-up rebate application.