	LONG-TERM STORAGE REQUIREMENTS GENERAL	
SERVICE POLICY & PROCEDURES	Supersedes: 50.20-NM1 (976)	Form 50.20-NM1 (806)

Failure to comply with these requirements will render any written or implied YORK warranty null and void.

I. PURPOSE

The purpose of Long-Term Storage Requirements is to ensure that equipment manufactured by YORK does not sustain any damage or degradation due to being in a dormant state for extended periods of time. The proper implementation and adherence to the Long-Term Storage Requirements will ensure that when the equipment is started and operated it will be in the intended condition. This will benefit the customer by providing equipment with the maximum service life.

II. DEFINITION OF LONG-TERM STORAGE

In General, all equipment manufactured by YORK that meets any, some, or all of the conditions below shall be prepared for Long-Term Storage.

- A. Equipment not “started” within six (6) months of leaving the YORK factory.
- B. Equipment being stored within five (5)-miles of a body of salt water (time independent).
- C. Equipment being shipped on a body of salt water (time independent).

“Start-up” is defined as useful operation or Testing, Charge and/or Adjustment (TCA).

Condition A. is based upon the unit being stored indoors in a vibration-free, non-corrosive environment. Special provisions may be necessary for environmental conditions outside these parameters. Please contact YORK for further instructions if storage is subject to non-standard environmental changes/conditions even for periods less than six (6) months.

Failure to adhere to the Long-Term Storage Requirements as outlined can and will render any written or implied YORK warranty null and void.

III. RESPONSIBILITIES

A. YORK SALES

The Sales Engineer shall determine the estimated Start-up date and shipping methodology for the equipment prior to completing the sale. The Sales Engineer shall inform the Customer of the requirement to provide for Long-Term Storage, the specific Long-Term Storage Requirements (including the Customer’s responsibilities), the associated costs for each piece of equipment, and the estimated shipping dates. The Sales Engineer shall notify the Customer when the equipment is actually shipped and request an updated estimated Start-up date at this time. Note that depending on the actual start-up date, customer may be required to purchase Delayed Start-Up as well.

If an estimated Start-up date is within a four (4) to six (6) month post-shipment window, the sales engineer shall notify the owner of the potential need for Long-Term Storage Requirements and the associated costs if the Start-up becomes delayed. If the local YORK Service office has not started the equipment after four (4) months, the Sales Engineer shall contact the Customer to request a revised Start-up estimate.

In the event that equipment has an unplanned delayed Start-up, the Sales Engineer shall notify York Product Technical Support for instructions to proceed. Every effort shall be made by all parties to make this determination and notification as soon as possible. Any delay in the process will hinder YORK's ability to provide Warranty Services to the customer in a cost effective way.

B. MANUFACTURING

It shall be Manufacturing's responsibility, upon receipt of an order requiring Long-Term Storage, to inspect and protect vendor-supplied components upon receipt and before mounting in shop. Manufacturing shall carry out the instructions detailed in the factory order form regarding in-shop preparation of units for Long-Term Storage, and document the status of the unit prior to shipment.

C. SERVICE

The YORK Service Office shall receive and review the Long-Term Storage Periodic Check Lists and Logs that were completed by the customer. The YORK Service Office shall notify the Customer in writing of any discrepancies and any required corrective action(s) prior to Start-up and within ten (10) working days of receiving the completed Periodic Checklist and Logs from the Customer. At the time of Start-up, the Service Office shall inspect all equipment that has been prepared for Long-Term Storage to ensure that its condition at Start-up corresponds with all documentation and what is expected for each specific piece of equipment.

D. CUSTOMER

It is the Customer's responsibility to ensure that the necessary procedures described have been completed. It will be the responsibility of the Customer to submit completed log sheets showing the condition of the unit and noting any discrepancies. The logs shall be sent to the YORK Service Office having eventual supervision.

If after four (4) months from shipment, the equipment has not been started and/or in the event that Start-up is delayed, the Customer shall notify the YORK Sales Engineer as soon as possible.

In the event there is an unplanned delayed Start-up, the Customer shall notify the Sales Engineer in writing with as much information on the new schedule and the site and equipment conditions. Every effort shall be made by all parties to make this determination and notification as soon as possible. Any delay in the process will hinder YORK's ability to provide Warranty Services to the customer in a cost effective way. The Customer shall be responsible for the cost of any Long-Term Storage actions that YORK determines are necessary to provide for the proper life of the equipment and subsequent ability to provide any written or implied Warranty Services.

The appropriate Long-Term Storage Preparation (Section III) and Long-Term Storage Periodic Checklist and Logs (Section IV) are listed below and can be obtained from the Sales Engineer or the local YORK Service Office.

IV. LONG-TERM STORAGE PREPARATION

For specific instructions on preparing YORK equipment for Long-Term Storage in the field (equipment that was not prepared at the factory), refer to the following documents. Long-Term Storage preparation in the field shall be provided by YORK factory certified technicians.

Packaged Roof Top Units.....	Form 50.20-NM2
Fan Coils, Unit Ventilators, Variable Air Volume Boxes, Flexsys	Form 50.20-NM3
Absorption Chillers	Form 50.20-NM4
Centrifugal Chillers.....	Form 50.20-NM5
Water Cooled DX Chillers	Form 50.20-NM6
Air Cooled Screw/Scroll Chillers.....	Form 50.20-NM7
Versecon Floor X Floor Units	Form 50.20-NM8
Screw Chillers	Form 50.20-NM9

V. LONG-TERM STORAGE PERIODIC CHECK LISTS AND LOGS

For specific instructions on YORK Long-Term Storage inspections and procedures, refer to the following documents:

Packaged Roof Top Units	Form 50.20-CL2
Fan Coils, Unit Ventilators, Variable Air Volume Boxes, Flexsys	Form 50.20-CL3
Absorption Chillers	Form 50.20-CL4
Centrifugal Chillers.....	Form 50.20-CL5
Water Cooled DX Chillers	Form 50.20-CL6
Air Cooled Screw/Scroll Chillers.....	Form 50.10-CL7
Versecon Floor X Floor Units	Form 50.20-CL8
Screw Chillers	Form 50.20-CL9

VI. WARRANTY CLAIMS

No warranty claims will be accepted for damage resulting from improper long-term storage.

VIII. SIGN-OFFS

Customer Acknowledgement/Date

YORK Sales Engineer/Date

YORK Service Representative/Date



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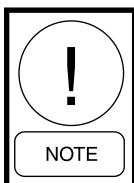
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Form 50.20-NM1 (406)
Supersedes: 50.20-NM1 (976)

 BY JOHNSON CONTROLS	LONG-TERM STORAGE REQUIREMENT - FIELD PREPARATION AIR HANDLING UNITS	
SERVICE POLICY & PROCEDURES	Supersedes 50.20-NM3 (307)	Form 50.20-NM3 (909)

Failure to comply with these requirements will render any written or implied YORK warranty null and void.



Upon completion of the long term storage period, the warranty commences:

- *Solution - 18 months parts only. (not to exceed 36 months from ship date with delayed start up).*
- *Custom - 18 months factory parts (not to exceed 18 months from ship date).*
- *Labor 12 months only w/ delayed start up.*

I. Supplementary Documentation

The following documentation is required to FULLY COMPLY with the Long-Term Storage requirements.

- A. Long-Term Storage Requirements – GENERAL (refer to Form 50.20-NM1)
- B. Long-Term Storage – PERIODIC CHECKLIST AND LOGS, AIR HANDLING UNITS (refer to Form 50.20-CL3).

II. Field Preparation for Long-Term Storage

A. GENERAL

1. Remove and dispose of shipping materials.
2. Perform a visual inspection of the equipment.

Indoor Units

It is Johnson Controls' intention that a shipping wrapper be applied to unpainted indoor units for protection from weather, road dirt, etc. during inland transit and that the wrapper be removed at the time of delivery to allow for a thorough inspection, both inside and out. Visible damage should be noted on the signed and dated bill of lading with a request that the carrier inspect the damage within 72 hrs of notification. The shipping wrapper must be removed and replaced with a tarp or similar protective covering. Any concealed damaged reported after 15 days will compromise a claim settlement. Inspection requests may be done by telephone or in person, but should be confirmed in writing. If assistance is needed with the claim process, contact your Johnson Controls Sales person.

Outdoor Units

Outdoor units are not fully wrapped. Exposed openings are covered for protection from weather, road dirt, etc. during inland transit. A thorough inspection, both inside and out, should be done at the time of delivery. Visible damage should be noted on the signed and dated bill of lading with a request that the carrier inspect the damage within 72 hrs of notification. Concealed damage must be reported within 15 days of delivery with a request that the carrier inspect the damage within 72 hrs of notification. Any concealed damaged reported after 15 days will compromise a claim settlement. Inspection requests may be done by telephone or in person, but should be confirmed in writing. If assistance is needed with the claim process, contact your Johnson Controls Sales person.

3. Touch up any paint that has worn or chipped off using paint supplied in ship loose items. Prepare the surface as required using a wire brush.
4. Verify that all ship loose items are present. Note any missing items on the Periodic Check List and Log Sheet (50.20-CL3).
5. Locate unit(s) so that passing traffic will not damage shafts, coil connections, damper linkages or unit panels.
6. Refrigerant coils must be evacuated and pre-charged with 5 PSIG nitrogen holding charge. DO NOT damage or disturb these coils and connections.
7. Water coils must have all inlet and outlet connections capped or closed tight to prevent foreign materials and liquids from gaining entrance during the storage period.

B. ELECTRICAL EQUIPMENT AND COMPONENTS

(Control Panels, Power Panels, Option Panels, Motors, etc.)

1. Electrical Equipment and Components shall not be stored or left in an outdoor environment.
2. Electrical Equipment and Components shall not be stored or left in a wet or damp environment. Components sealed in plastic shrink-wrap are not exempt from this requirement. Moisture will collect inside the plastic, resulting in corrosion of the cabinet, the electronic components and/or copper bus bars.
3. Cortec® spray (Part VpCL-248) shall be applied to all components in the motor terminal box. The spray shall be applied to all exposed areas of concern.
4. YORK Vapor Emitter(s) shall be installed inside each electrical and electronic components cabinet(s) to protect against corrosion. Openings in cabinets shall be taped closed to minimize air infiltration during the storage period. The quantity of emitters is determined by measuring the gross volume of the component space occupied. YORK Part Number 026-37705-000 will protect a volume up to 5 cubic feet. YORK Part Number 026-37706-000 will protect a volume up to 11 cubic ft. Both emitters have a service life of 12 months.
5. A Vapor Type Corrosion inhibitor must be installed in the following equipment and components:
 - a. Place one corrosion inhibitor, YORK part number 026-37706-000, inside the power panel.
 - b. Place one corrosion inhibitor, YORK part number 026-37705-000, inside the control panel.
 - c. Place one corrosion inhibitor, YORK part number 026-37705-000, inside each VFD panel.

C. MECHANICAL

1. Spray all exposed shafts and sheaves with anti-corrosion spray, YORK part number 026-37707-007.
2. Disconnect belts and wrap all motors and sheaves in plastic with a YORK vapor emitter, part number 026-37705-000.

