

HVAC Filter Log

Record the exact filter, system guidance, loading conditions, inspections, and replacement. Do not install a filter rating or depth the system does not support.

System and filter

HVAC system / location: _____

Manufacturer and model: _____

Filter nominal size: _____

Filter actual size: _____

Filter brand / model: _____

MERV rating: _____

Maximum rating approved by manual: _____

Installed airflow-arrow direction: _____

Installation check

- ☐ Filter sits flat and secure.
- ☐ No large gaps allow air to bypass the filter.
- ☐ Filter is not crushed, bowed, or forced into the slot.
- ☐ Access panel is fully restored.
- ☐ System airflow appears normal after installation.
- ☐ Installation date is written on the filter or log.

Compatibility rule

EPA recommends MERV 13, or the highest filter the exact fan and filter slot can accommodate. Stop and reassess if airflow weakens, the filter collapses, a coil freezes, or the equipment reports a limit or airflow fault.

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Use a new row after heavy smoke, construction dust, a system fault, or an unusual change in airflow.

Inspection and replacement record

Date	System runtime / event	Filter condition	Airflow or fault	Action

Household conditions

- ☐ Pets
- ☐ Indoor smoking
- ☐ Wildfire smoke
- ☐ Renovation or construction
- ☐ Windows frequently open
- ☐ Heavy cooking smoke
- ☐ Continuous fan
- ☐ Other: _____

Established inspection interval: _____

Established replacement interval: _____

Next inspection date: _____

Notes / service referral: _____