



HVAC MAINTENANCE AGREEMENT

Maintenance outline:

Summer Months

- #1) Brush clean indoor & outdoor coils
- #2) Oil motor bearings
- #3) Replace or clean filter
- #4) General cleaning of casing & surrounding area
- #5) Check all electrical components & record amperage readings
- #6) Check refrigeration pressures & record pressures & temps.
- #7) Check evaporation drainage system & clean as necessary

Winter Months:

- #1) Remove & clean burners & bottom of heat exchanger
- #2) Clean burner compartment
- #3) Replace or clean filter
- #4) Check for carbon monoxide leakage
- #5) Check & clean venting system
- #6) Oil motor bearings
- #7) General cleaning of casing & surrounding area

Depending on the use & location of equipment your maintenance needs may vary. **The average system should be maintained four times per year.** Please check the month's you would like to have your system maintained.

January_____ February_____ March_____ April_____ May_____ June_____

July_____ August_____ September_____ October_____ November_____ December_____

Name of Company:_____

Address:_____

Phone:_____ Contact:_____

Print Name:_____ Authorized Signature/Title:_____

E-Mail Address:_____

Cost per maintenance is \$95.00 per unit.

Please photocopy & return. Thank you for the opportunity to serve you with your Air-conditioning & heating needs.

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