

SUMMER / WINTER MAINTENANCE AGREEMENT



Billing/Mailing Address:

Service Address:

Name			Name		
Address			Address		
City	State	Zip	City	State	Zip
Cell	Work	Home	Cell	Work	Home
Email					

SUMMER MAINTENANCE 20__

Summer maintenance will be performed in the *spring*. Our eleven point check of the air conditioning unit for *summer* operation follows:

1. Install gauges & check operating pressures.
2. Check voltage & amperage on motors with meter.
3. Check evaporator superheat.
4. Lubricate all moving parts.
5. Check belt & adjust tension.
6. Check filters.
7. Check compressor contactor.
8. Check all wiring & connections.
9. Clean & adjust thermostat.
10. Clean condensing coil.
11. Check that condensate drain is open.

Summer Maintenance- Technician & Date Completed:

WINTER MAINTENANCE 20__

Winter service will be performed in the *fall*. Our fourteen point check of the heating unit for *winter* operation follows:

1. Check & adjust thermostat.
2. Clean & adjust all safety controls.
3. Clean burners & controls.
4. Clean & adjust pilot assembly a) check standing pilot; b) check electronic spark igniter controls.
5. Adjust burner for efficiency.
6. Check for gas leaks in furnace.
7. Lubricate moving parts.
8. Check belt & adjust tension.
9. Check filters.
10. Check vent pipe & draft diverter.
11. Check fan control
12. Check manifold pressure.
13. Check furnace for cracked heat exchanger.
14. Check complete furnace cycle.

Winter Maintenance – Technician & Date Completed:

Maintenance Agreement Fees: \$139.50 for the 1st System per summer and winter maintenance. Each additional system at the same address will be billed at \$119.50 per system per year. Filters provided by Ace Air, Inc. are in addition to the per system fee. Any repairs needed in addition to regular maintenance will be billed out at our flat rate of (\$59.00), plus discounted parts & materials. Freon, if needed, is not included in our regular maintenance. Our service technician will advise you of any repairs which need to be made at time of maintenance. Only upon approval will Ace Air, Inc. make any necessary repairs.

Filters to be provided by: Ace Air, Inc. Customer

It is understood that this service plan will begin with the **Summer / Winter visit of 20__** and covers one summer maintenance visit & one winter maintenance visit. This contract renews annually and is due in full with the initial maintenance visit.

AUTHORIZED Ace Air Rep/Date

CUSTOMER/Date

EQUIPMENT	LOCATION	MFG	MODEL #	SERIAL #
A/C #1				
Furnace #1				
Filters (Brand, Style, Size, Quantity):				
A/C #2				
Furnace #2				
Filters (Brand, Style, Size, Quantity):				

**** Improved Efficiency ** Extended Equipment Life ** Improved Capacity ****