



HRD air

Air Conditioning & Heating

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Preventative Maintenance Service Agreement

Customer Name: _____

Email: _____

Billing Address: _____

Equipment Address: _____

Phone Number: _____

This is an annual service agreement between the undersigned customer, and HRDair to provide one cooling season tune-up in the Spring and one heating season tune-up in the Fall, as detailed below, for each of the systems listed herein. In addition to the services detailed below, the customer will also receive exclusive discounts on services and repairs performed during scheduled seasonal tune-up, as well as 15% off of any other repair or service that occurs outside of the scheduled maintenance.* In the event of an untimely breakdown, the customer will receive priority scheduling over other HRDair customers who do not participate in this program. HRDair guarantees that each of the tune-ups agreed to will be performed in accordance with this Agreement, however, preference in scheduling is given to emergency breakdowns, and scheduled preventative maintenance tune-ups may need to be rescheduled. Pricing listed below is an annual fee that covers both preventative maintenance tune-ups for each Unit, per year. The annual fee is due on September 15th of each year. This Agreement will automatically renew each year, and the customer will be mailed or emailed an invoice for the total amount listed below. If the customer does not wish to renew the Agreement, a written request to discontinue annual service must be made by email to both of the email addresses listed at the top of this page no later than August 1st of each year.

	Brand	Type	Areas Served	Annual Cost
Unit #1				
Unit #2				
Unit #3				
TOTAL				_____

Cooling Season Tune-Up

- Check system refrigerant pressures
- Inspect and tighten all electrical connections
- Lubricate motor bearings and/or shaft, if applicable
- Replace indoor filters (customer provided)
- Inspect and clean condensate drain and trap
- Test amperage and voltage of compressor
- Test amperage and voltage of blower motor
- Test amperage and voltage of condenser fan motor
- Electronic refrigerant leak test of all accessible parts
- Test heating/cooling temperature differential
- Inspect indoor coil (if accessible)
- Inspect outdoor coil
- Test and calibrate thermostat
- Inspect and test safety switches and circuits
- Test all capacitors and log microfarad reading
- Test and clean contactors and relays
- Clean dust and debris from electronic components
- Inspect and assess indoor blower assembly
- Inspect and assess condenser fan motor and blades

Heating Season Tune-Up

- Brush and clean burners and orifices
- Inspect and assess heat exchanger
- Inspect system for gas leaks
- Test gas pressure
- Test air pressure switch
- Test and inspect igniter and flame rod
- Test and calibrate thermostat
- Inspect and test safety switches and circuits
- Test all capacitors and log microfarad reading
- Test and clean contactors and relays
- Clean dust and debris from electronic components
- Inspect and assess indoor blower assembly
- Inspect and assess combustion blower assembly
- Inspect and tighten all electrical connections
- Lubricate motor bearings and/or shaft, if applicable
- Replace indoor filters (customer provided)
- Inspect and clean condensate drain and trap (high efficiency furnaces)

*15% discount on repairs and services applies to the repair or replacement of parts, and does not apply to the replacement cost of any or all equipment (equipment is defined as whole condensing units, whole evaporator cabinets, or whole furnaces or air handlers), or refrigerant.

_____ Date _____
 Customer Signature

_____ Date _____
 HRDair Representative