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Date: \_\_\_\_\_

Customer: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Phone: Work \_\_\_\_\_ Home \_\_\_\_\_

Gelinas HVAC Services, Inc. is pleased to have this opportunity to offer our services to you. We propose to perform routine maintenance on the \_\_\_\_\_ located at \_\_\_\_\_ . These inspections are intended to help minimize emergency service calls, maintaining operating efficiency, prolonging the life of the equipment.

Inspections include the following:

[ ] Oil fired units - \$ \_\_\_\_\_ per unit

- Replace dirty air filters
• Replace oil filter and nozzle
• Vacuum heat exchanger
• Lubricate bearings
• Check thermostat operation
• Check overall heating operation
• Clean burner
• Add Oil treatment

[ ] Gas fired units - \$ \_\_\_\_\_ per unit

- Replace dirty air filters
• Check for gas and water leaks
• Check for electrical connections
• Check thermostate and controls
• Check vents
• Check overall heating operation

[ ] AC Equipment - \$ \_\_\_\_\_ per unit

- Replace dirty air filter
• Inspect belt tension and condition
• Inspect electrical connections
• Check thermostat and controls
• Inspect motors and compressor for proper operation
• Check condensate pans and traps
• Clean overall heating and cooling operation

Air filters needed

x x

Please note: By signing a maintenance agreement, you will be billed at a discounted labor rate for any residential or commercial calls (Nights, weekends & holidays: some restrictions may apply). Equipment must be maintained according to contract or will be considered void.

The above shall be completed \_\_\_\_\_ times a year for \$ \_\_\_\_\_ on the following equipment:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Serial: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Serial: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Serial: \_\_\_\_\_

PROPOSED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Maintenance agreements must be signed and returned within 30 days of said date or will be considered void. Agreements renew on an annual basis and may be subject to a price increase without notice according to current market conditions.