



## Standard Annual HVAC Maintenance Agreement

Lic. #: 950384

Service Start Date: .....

**Client Information:**

Name:	Home Phone No.:
Property Address:	Mobile: Email:

**Did You know?** Regular Preventive Maintenance can:

- Help extend the life of your HVAC unit
- Help reduce utility bills
- Help prevent unsafe operating conditions
- And avoid costly breakdowns and voiding warranties

### Energy Comfort Club Saving Agreement

**A Complete 21-point Cold Season Furnace/Heater Tune-Up**

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| <ul style="list-style-type: none"> <li>• Check thermostat Calibration</li> <li>• Clean and adjust furnace burner assembly</li> <li>• Clean furnace ignition assembly</li> <li>• Check combustion air</li> <li>• Test furnace starting capabilities</li> <li>• Examine heat exchanger for damage and corrosion</li> <li>• Monitor flue draft</li> <li>• Test furnace safety controls</li> <li>• Inspect gas piping</li> <li>• Clean and/or replace standard air filters</li> <li>• Tighten electrical connections</li> </ul> | <ul style="list-style-type: none"> <li>• Measure volts and amps</li> <li>• Lubricate all moving furnace parts</li> <li>• Clean condensate drains</li> <li>• Measure temperature difference between supply air and return air</li> <li>• Adjust gas pressure</li> <li>• Adjust pilot</li> <li>• Monitor heating cycle</li> <li>• In place, clean and adjustment of blower components</li> <li>• Examine furnace installation quality</li> <li>• Examine equipment condition area, and clearances</li> </ul> |
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Service Fee per visit for (1) unit: \$

**A Complete 21-point Warm Season Air Conditioner Tune-Up**

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| <ul style="list-style-type: none"> <li>• Check thermostat calibration</li> <li>• Monitor refrigerant pressure</li> <li>• Test AC starting capabilities</li> <li>• Test air conditioner safety controls</li> <li>• Clean and/or replace standard air filters</li> <li>• In place, clean and adjustment of blower components</li> <li>• Tighten electrical connections</li> <li>• Measure volts and amps</li> <li>• Lubricate all moving parts</li> <li>• Check Condensate Drip Pan</li> <li>• Clean condensate drain</li> </ul> | <ul style="list-style-type: none"> <li>• Measure temperature difference between supply air and return air</li> <li>• Monitor cooling cycle</li> <li>• Inspect evaporator coil</li> <li>• Examine installation quality</li> <li>• Examine equipment condition area, and clearances</li> <li>• Inspect condenser coil for dirt or damage</li> <li>• Check disconnect for function and wear</li> <li>• Check TXV / metering device for proper operation</li> <li>• Inspect seismic restraints</li> <li>• Inspect refrigerant lines for insulation and penetration integrity</li> </ul> |
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Service Fee per visit for (1) unit: \$

Additional Equipment:  Mini Split    Zoning    Air Purifier    UV Light    Humidifier Control  

**Total Maintenance Service Fee:** \$

Method of Payment:    Visa    MC    DISC    AMX    Other

Account #: ..... Exp. Date: ..... CSC Code: ..... Total Amount: \$.....

**Please read the agreement details on the following page.**

Company Approval:	Client Approval:
Date:	Date:

**Thank You for choosing our services!**



Advanced Plant Engineering Contractors, Inc.

Mechanical, Electrical and Plumbing  
Heating, Ventilation, Air-Conditioning



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Santa Ana, CA 92705  
Email: Info@apemep.com

## **Standard Annual HVAC Maintenance Agreement**

**APEC-MEP will provide priority scheduling to all Preventive Maintenance Agreement customers 24 hours a day, 7 days a week. The maintenance covered by a service agreement will be scheduled during APEC's normal business hours, which are Monday through Friday, 7:30am to 4:00pm, with the exception of holidays. If you need your maintenance scheduled after hours or on a weekend, this can be arranged for an additional charge.**

We agree to render the following services to your indoor comfort system in accordance with the following plan.

- Priority service over non-agreement customers.
- 24-hour emergency service, gives you peace of mind knowing we are there when you need us.
- Automatic reminders, we contact you when it is time for inspections (Spring and/or Fall)
- Complete 21-point inspection, routine maintenance prolongs the life of the equipment and can reduce energy costs.
- Replace/Clean filters (Includes high quality 1" pleated filters)\*
- Lubricating, adjusting, safety testing of specified equipment.
- Receive 50% off of our normal diagnostic fee and receive 15% off all repairs when they are made on the equipment included in the agreement. \*\*
- Receive your discounted rate for repairs even on after hour calls. \*\*\*
- Friendly, knowledgeable technicians will perform all maintenance.

**Preventative maintenance is required by most manufacturers to maintain the warranty on your equipment.**

### **Guaranty & Additional Terms:**

1. This is not a guarantee that your system will operate without any future repairs. Any required repairs beyond those provided in this agreement will be brought to your attention and will be billed separately.
2. APEC-MEP guarantees parts and labors for 30 days. Some manufacturer warranty their parts for up to (1) year, which is passed on to our customers.
3. Our warranties do not cover Acts of God, utility company service, act of vandalism, or improper equipment use.

## **The Agreement**

An agreement will not become effective until it is paid in full and will continue in effect until the spring or fall of the following year, unless cancelled by either party with a 30 days notice. This agreement will automatically renew by payment of invoice each year.

Payment will be due upon receipt of repair invoice.

Please call our office for a quote based on your particular needs.

\* All filters besides 1" pleated filters will be billed at the discounted service agreement rate. Based on system operation time and location, you may need to change filters more frequently. Additional filters will be billed at discounted rate.

\*\* The discount this agreement includes is on repairs only.

\*\*\* There is a higher diagnostic fee for all after hours/holiday calls

† Fixing refrigerant leak and adding refrigerant is not covered under this agreement.