



**HOWARD SERVICES  
HEATING AND AIR CONDITIONING  
PLANNED MAINTENANCE PROGRAM FOR:**

**CLEAN AND CHECK..**Two routine calls, one 12 point check in the spring to start the air conditioner and one 8 point check in the fall to change over to heating. Quarterly filter changes, including 12 filters per quarter and 7 belts per year.

**SPRING CHANGEOVER TO COOLING**

**12 POINT SPRING SERVICE CHECK**

1. Install gauges and check operating pressures.
2. Check voltage and amperage to all motors with meter.
3. Check air temperature drop across evaporator.
4. Check for adequate refrigerant charge and possible leaks.
5. Check blower for cleanliness.
6. Lubricate all moving parts.
7. Check belt and adjust tension.
8. Check starting contactor contacts.
9. Check all wiring and connections.
10. Clean and adjust thermostat.
11. Check that condensate drain is open. Clean condenser coil/check filter dryer for drop of moisture.
12. FILTER CHANGE (WE SUPPLY DISPOSABLE FILTERS)

**FALL CHANGEOVER TO HEATING**

**8 POINT FALL SERVICE CHECK**

1. Clean and adjust thermostat.
2. Clean and adjust all safety controls.
3. Lubricate all moving parts.
4. Check belt and adjust tension.
5. Check flue pipe.
6. Check Roof Jack.
7. Check total performance and operating efficiency of Heating system.
8. FILTER CHANGE.

**\*10% DISCOUNT ON SERVICE CALL OR \$25.00 WHICHEVER IS GREATER\***

**PROMPT PRIORITY EMERGENCY SERVICE\*\***While this agreement does not cover cost of emergency service, we will give priority to contract customers.

**ROUTINE PLANNED MAINTENANCE:**

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| <ol style="list-style-type: none"> <li>1. Maintains high efficiency.</li> <li>2. Lengthens equipment life.</li> <li>3. May help avoid costly breakdown repairs.</li> </ol> | <ol style="list-style-type: none"> <li>4. Routine maintenance is required for an extended warranty to remain in effect.</li> </ol> |
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**TOTAL PRICE OF THIS CONTRACT:**

**CONDITIONS**

1. Howard Services will endeavor to render prompt and efficient service hereunder, but it is expressly agreed that Howard Services shall in no event be liable for damage or loss caused by delay or any loss arising out of the performance of this agreement.
2. No service will be rendered under this agreement if the customer has a past due account.

Agreement offered by: \_\_\_\_\_ Date: \_\_\_\_\_

Agreement accepted by: \_\_\_\_\_ Date: \_\_\_\_\_