



# Preferred Customer Preventative Maintenance Agreement

**P.O. Box 276, 114 South Main Street  
Sylvania, GA 30467  
Phone: 912-451-4822 (HVAC)  
Fax: 912-451-1600**

Effective Date: _____
Expiration Date: _____

### TERMS OF ENROLLMENT:

This is a planned maintenance agreement provided to you by Reddick Heating & Air, Inc. Annual maintenance is a condition of your manufactures warranty. You will see the benefits far out weight the investment of the pro-active service. You will be invited to renew your enrollment on the expiration date of this agreement. Your Maintenance Technician can answer any questions you may have during his visits.

Seasonal tune-ups, cleanings, and inspections extend the life of your heating and cooling system. All manufactures recommend that you have your system serviced annually to keep it safe and operating at peak performance. With regular services and proper maintenance, you could extend the life of your equipment. As a preferred customer, you can enjoy many benefits of regular maintenance as shown below:

**Lower bills, Extended equipment life, 10% discount of parts 5% discount on equipment/system replacement,  
No overtime/ weekend charges, Improved safety.**

CUSTOMER:			LOCATION:		
Name			Name		
Mailing Address			Street Address		
City	State	Zip Code	City	State	Zip Code
Phone - Daytime		Evening	Phone - Daytime		Evening

EQUIPMENT	BRAND	MFG. DATE	MODEL #	SERIAL #	FILTER SIZE

**Terms of Agreement: \$160.00 for Spring AND Fall  
Additional charge of \$15.00 for each additional unit at that SAME location.**

**TOTAL AMOUNT DUE \$ \_\_\_\_\_**

PAYMENT INFORMATION:		
<input type="checkbox"/> CREDIT CARD Account # _____	<input type="checkbox"/> CASH Exp. Date _____	<input type="checkbox"/> CHECK # _____ CSC Code _____

#### Preferred Customer Preventative Maintenance Includes:

- |                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>- Replace or Clean Filter</li> <li>- Clean and Adjust Blower Components</li> <li>- Tighten Electrical Components and Connections</li> <li>- Measure Volts/Amps</li> <li>- Clean Evaporator Coil if accessible</li> </ul> | <ul style="list-style-type: none"> <li>- Clean Condenser Coil</li> <li>- Clean Condensate Drains</li> <li>- Measure Temperature Difference</li> <li>- Check Refrigerant Level (Freon)</li> <li>- Adjust Gas Pressure</li> </ul> | <ul style="list-style-type: none"> <li>- Monitor A/C and Heating Cycles</li> <li>- Check Thermostat Operation</li> <li>- Check All Safety Switches</li> <li>- Clean Drain Pan</li> <li>- Inspect Fan Motors</li> <li>- Re-Tape Plenum (If Needed)</li> </ul> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Personnel Signature: \_\_\_\_\_ Date: \_\_\_\_\_

As a Reddick Heating and Air, Inc. preferred customer, you will never be charged a trip charge or overtime charge. You will be considered a priority customer, receiving a 10% discount on parts and 5% discount on equipment/system replacements. All repairs will be warranted for 1 year. We thank you for being our preferred customer and guarantee your satisfaction.