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 CoastalComfort.com

## Preventative Maintenance Agreement

**Name:**

**Phone #:**

**Email Address:**

**Preferred Method of Contacting You: Circle One**

Email

Phone

Mail

**Service Address:**

**Billing Address:**

**City, State, and Zip:**

**City, State, and Zip:**

**Comments:**

**Did you know?** Regular preventative maintenance can:

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

Coastal Comfort Heating & Air Conditioning agrees to provide preventative maintenance on all HVAC equipment at the above referenced service address. We agree to contact you in a timely manner to remind you when the service is due. Performing regular preventative maintenance will help ensure efficient operation of equipment.

**Maintenance Coverage:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Check cooling/heating system for proper operation</li> <li>2. Change/clean customer provided air filter as needed</li> <li>3. Inspect general condition</li> <li>4. Tighten electrical connections at equipment</li> <li>5. Check and inspect start contacts</li> <li>6. Test equipment control systems</li> <li>7. Test compressor protection device</li> <li>8. Check current draw of compressor</li> <li>9. Check refrigerant operating pressure</li> <li>10. Check exposed equipment and pipes for leaks</li> <li>11. Check compressor function</li> </ol> | <ol style="list-style-type: none"> <li>12. Check outdoor coil</li> <li>13. Check indoor coil</li> <li>14. Clean drain line</li> <li>15. Add drain line cleaner as needed</li> </ol> <p><b>Additional services for Gas Systems only:</b></p> <ol style="list-style-type: none"> <li>16. Test gas valve operation</li> <li>17. Test safety devices</li> <li>18. Test limit switches</li> <li>19. Test combustion draft motors</li> <li>20. Check pilot and burner assembly for proper operation</li> <li>21. Check connection of vent pipe at furnace</li> </ol> |
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**Guarantee & Additional Terms:**

1. Coastal Comfort Heating & Air Conditioning guarantees our parts and labor for 30 days. Some manufacturer's guarantee their parts for up to 1 year, which of course is passed on to our customers.
2. Any additional service work required beyond the preventative maintenance or by separate service call will be billed at our normal service rate, less 15%. The service call and parts will be billed at standard rates.
3. Coastal Comfort Heating & Air Conditioning preventative maintenance agreement will be automatically renewed each year unless either party cancels the agreement. No written notice is required.
4. Our warranties do not cover acts of God, utility company service, acts of vandalism, or improper use of equipment.
5. Keeping outside drain line termination clear year round is the responsibility of the homeowner. Coastal Comfort, Inc will not be held liable for damages due to drain blockages caused by insects, mulch, mud, or any other build up at the outside drain termination.
6. Coastal Comfort will attempt to reach out two times for each appointment to schedule. If contact cannot be made or customer does not respond, the appointment will be forfeited and refunds will not be issued for unscheduled or missed appointments.

Effective Date:

# of visits per year: 1 or 2

# of systems:

**Acceptance of Maintenance Agreement:**

I agree with the above agreement and acknowledge that the cost of the preventative maintenance program is dependant on how many systems are located at the home. I understand that this agreement will continue for one year and be automatically renewed each year unless otherwise directly canceled in writing by Coastal Comfort, Inc or myself.

Company Representative

Customer Signature

Date