## Extensive Preventive Maintenance Program

### PREVENTIVE MAINTENANCE

1. Your Company Name shall provide a planned preventive maintenance program tailored specifically to the customers covered equipment.
2. All scheduled labor shall be performed during normal working hours.
3. All labor shall be performed with qualified personnel directly employed and supervised by Your Company Name.
4. Diagnostics and tests will be performed each season as follows:
   - **Cleaning** – All coil surfaces, fan impellers and blades, electrical contacts, nozzles, pilot and igniters.
   - **Aligning** – Belts drives, drive couplings, coil fins, air fins.
   - **Calibrating** – Safety controls, pressure and temperature controls.
   - **Adjusting** – Belt tensions, refrigerant charge, fan RPM, superheat, burner fuel/air ratios, gas pressures, set points of limits and controls.
   - **Lubricating** – Motors, bearings, linkages.
   - **Painting** – To control corrosion, (on an as needed basis).

### TEST AND INSPECT

1. Your Company Name will provide labor and travel to test and inspect all covered equipment to ensure proper operation as follows:
   - **Testing** – For excessive vibration, safety controls, flue gas analysis, combustion and draft, crankcase heaters.
   - **Inspecting** – For worn, failed or doubtful parts and overall proper unit operation.

### EMERGENCY SERVICE

1. Under this Agreement, Customer shall benefit from 24 hour priority service.
2. No overtime charges for After Hours, Weekend or Holiday Emergency Service.

### PARTS AND SUPPLIES

1. Under this Agreement, Customer shall receive a 15% discounted rate on parts, supplies and labor charges.

### SEASONAL START-UP AND SHUT-DOWN

1. Equipment start-up and shutdown will be performed as required.

## Equipment List

<table>
<thead>
<tr>
<th>UNIT #</th>
<th>MAKE</th>
<th>MODEL</th>
<th>SERIAL</th>
<th>SIZE</th>
</tr>
</thead>
</table>

Your Company Name will provide the services described in the Extensive Preventive Maintenance Program Section and for the equipment listed above in accordance with the Terms and Conditions listed on the reverse side of this agreement.

**MAINTENANCE PROGRAM: Extensive Preventive Maintenance**

Agreement coverage will commence on: ____________.

The Agreement price is $__________ per year, payable at $__________ per month in advance beginning on the effective date of ____________.

This Agreement shall remain in effect from ____________ to ____________.

Contractors Representative: ____________ / ____________

Name Print: ____________ / ____________

Customer: ____________ / ____________

Name Print: ____________ / ____________

This proposal will become a binding Agreement only after acceptance by Customer and approved by an agent of Your Company Name as evidenced by their signatures above. This Agreement sets forth all of the Terms and Conditions binding upon the parties hereto; and no person has the authority to make any claim, representation, promise or condition on behalf of Your Company Name which is not expressed herein. This annual agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew thirty (30) days prior to anniversary date.
1. Customer shall allow Your Company Name access to areas and equipment to perform scheduled maintenance during normal working hours. Your Company Name will also be allowed to start and stop equipment as needed to complete scheduled tasks.

2. This agreement pre-supposes that all equipment covered is in satisfactory working condition. Any equipment found in need of repairs upon initial inspection will be reported to customer immediately with a written notice. If the equipment will be eliminated from coverage and the agreement price shall be adjusted accordingly.

3. Replacement or repair of boiler tubes, boiler refractory, boiler sections, chimney, breeching, water coil, steam coils, concealed air lines, fan housings, duct work, electrical power wiring, water steam and condensate piping, air or water balancing, or other structural or non-living parts of the heating, ventilation and air conditioning systems, are not within the scope of this agreement.

4. Your Company Name will not be liable for any loss, delay, injury or damage that may be caused by circumstances beyond its control including, but not limited to acts of God, fire, theft, explosions, vandalism, work stoppage, floods, or delays in transportation.

5. Your Company Name shall not be liable for repair or replacement of parts as result of abuse or negligence by others, or by reason of any other cause except ordinary wear and tear.

6. Your Company Name shall not be responsible for concealed piping, wiring and lines. Reasonable access is presumed under the scope of this agreement.

7. Your Company Name shall not be responsible for alterations or modifications required by governmental, regulatory, or insurance agencies.

8. Your Company Name shall not be liable for loss of business or consequential damages other than property damage or injury to persons, caused as a direct result of negligence by Your Company Name in performance or failure of performance of its obligations under this agreement.

9. Customer shall promptly pay invoices within ten (10) days of receipt. Thirty (30) days or more delinquency may result in a stop of all work covered under this agreement, cancellation of agreement and payment in full of entire agreement amount immediately upon demand.

10. This agreement does not include responsibility for the design of the system or obsolescence.

11. Your Company Name disclaims any responsibility and liability for the indoor air quality of the customers building or facility. This includes without limitation injury or illness to occupants and/or third parties, arising out of or in connection with Your Company Name’ work under this agreement.