

**AFFORDABLE HVAC**

Heating • Cooling • Ventilation

2106 Blue Springs Rd. SE • Cleveland, TN 37311

423-479-6998

## **HVAC MAINTENANCE AGREEMENT**

This HVAC Maintenance Agreement ("Agreement") is entered into between **Affordable HVAC, LLC** ("Service Provider") and \_\_\_\_\_ ("Customer") for the maintenance of the heating and cooling system located at \_\_\_\_\_.

### **1. Scope of Service**

Service Provider agrees to perform **four (4) preventive maintenance visits per year**, typically:

- One **cooling system inspection** (spring & summer)
- One **heating system inspection** (fall & winter)

Each visit includes a standard system check to help ensure safe, efficient operation.

### **2. Maintenance Services Include**

During each maintenance visit, the technician will perform applicable inspections and adjustments, including but not limited to:

#### **Cooling System Check**

- Inspect condenser and evaporator coils
- Check refrigerant levels (no refrigerant included)
- Inspect electrical components and connections
- Test thermostat operation
- Inspect condensate drain and pan
- Check airflow and system performance

#### **Heating System Check**

- Inspect heat exchanger (where applicable)
- Check burners and ignition system
- Inspect flue and venting
- Test safety controls
- Inspect electrical components

- Test thermostat operation

## **General**

- Visual inspection for wear, corrosion, or potential issues
- Report findings and recommendations to Customer

## **3. Exclusions**

This Agreement **does not include**:

- Repairs, replacement parts, or refrigerant
- Emergency service calls
- Duct cleaning or duct repairs
- Electrical or plumbing repairs beyond the HVAC system

Any repairs or additional services will be quoted separately and require Customer approval.

## **4. Priority & Discounts**

Customers with an active maintenance agreement will receive:

- Priority scheduling
- 10% discount on diagnostic and service fees

## **5. Term of Agreement**

This Agreement is valid for **12 months** from the start date:

**Start Date:** \_\_\_\_\_

**End Date:** \_\_\_\_\_

## **6. Payment Terms**

- Total Annual Fee: **\$399**
- Payment is due upon signing.
- Fees are non-refundable once a maintenance visit has been completed.

## **7. Customer Responsibilities**

Customer agrees to:

- Provide clear access to equipment
- Maintain a safe work environment

- Replace air filters as recommended unless otherwise stated

## **8. Limitation of Liability**

Service Provider is not responsible for:

- Pre-existing conditions
- Equipment failure due to age, misuse, or lack of prior maintenance
- Damage caused by manufacturer defects or acts beyond reasonable control

## **9. Cancellation**

Either party may cancel this Agreement with **30 days prior written notice**. Fees are non-refundable once a maintenance visit has been completed.

## **10. Acceptance**

By signing below, both parties agree to the terms outlined in this Agreement.

**Customer Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

**Service Provider Signature:** \_\_\_\_\_ Date: \_\_\_\_\_