



For Lower Bills Call Mills

Phone #: 850-862-4796 or 234-8177  
Email: [servicerequest@millshevac.com](mailto:servicerequest@millshevac.com)  
Fax: 850-302-0390  
License #: CMC1250043

## 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

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

### Maintenance Coverage:

1. Check cooling/heating system for proper operation
2. Change/clean customer provided air filter as needed
3. Inspect general condition
4. Tighten electrical connections at equipment
5. Check and inspect start and contacts
6. Test equipment control systems
7. Test compressor protection device
8. Check current draw of compressor
9. Check refrigerant operating pressure
10. Check exposed equipment and pipes for leaks
11. Check compressor function
12. Check outdoor coil
13. Check indoor coil
14. Clean drain line
15. Add drain line cleaner as needed
- Addition services for Gas Furnace only:**
16. Test gas valve operation
17. Test safety devices
18. Test limit switches
19. Test combustion draft motors
20. Check pilot and burner assembly for proper operation
21. Check connection of vent pipe at furnace

### Guarantee & Additional Terms:

1. Mills Heating & Air 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 10 %. The service call and parts will be billed at standard rates.
3. Mills Heating & Air 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.

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 **\$69.00 per system, per visit**. I understand that this agreement will continue for one year and be automatically renewed each year unless otherwise directly by Mills Heating & Air or myself.

Company Representative

Customer Signature

Date

Quality Service and a Name You Can Trust!

# Sample Service Preventative Maintenance Contract

**Xiaolong Qi**



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