



45580 Shepard Drive, Suite 10  
Sterling, VA 20164  
(703)-914-3601

## **Silver Preventative Maintenance Contract**

**It is an honor for Advantage Service Group, Inc. to provide you with a Preventative Maintenance Contract that will assist you with your Maintenance needs. It is our goal to keep all our customers comfortable no matter what season. We do ask for your assistance with the following items to ensure we can perform our job efficiently.**

- 1. We will need to have full access to the equipment and all areas served by the equipment at the time of service.**
- 2. We ask that you let us know in advance if you have or are having any specific concerns/problems with the unit.**
- 3. Please let us know 72 hours in advance if you need to cancel the appointment for any reason.**

**We will inspect and test many different components and operations of your equipment during Fall and Spring Maintenance Visits. These items are listed, but not limited to, the following list:**

- Replace Filter on each visit.**
- Inspect Supply Fan belt tension if applicable and adjust or replace as needed**
- Inspect drain pan and condensate piping for proper drainage, clean piping/trap as needed.**
- Inspect Evaporator and Condenser Coils for dirt/debris and bent fins.**
- Check supply fan motor bearings for wear, lubricate motor bearings as needed.**
- Visually inspect door gaskets if applicable for proper seal, outer casing and panel covers for tightness and corrosion.**
- Inspect and verify all terminal connections are secure.**
- Check and record compressor operation, operating voltage, and amperage.**
- Check and record supply and return air temperatures.**
- Visually inspect blower wheel for dirt, debris, and imperfections.**
- Inspect Return and Outside Air dampers and linkages for free movement.**
- Inspect Heat Exchanger**
- Inspect and test all controls and safeties.**
- Inspect and test all solenoid valves.**

**If Service is needed outside of our regularly scheduled Fall and Spring Maintenance Visits or Quarterly Filter Changes (if applicable) you will be invoiced at the following labor rates.**

- **Labor performed between the hours of 7am to 4pm Monday through Friday will be billed at an hourly rate of \$140.00 per hour after the \$280.00 Diagnostic Charge, which includes the first hour onsite. Labor performed as Emergency (Nights and Weekends) will be billed at \$210.00 per hour after the Emergency Diagnostic Fee of \$420.00, which includes the first hour onsite.**

**If parts or components need replacement, we will provide you with the pricing and availability of the part as soon as possible. We will also provide you with an estimate of how much time it should take to repair it up front, so you can be prepared. Please understand that depending on the equipment location and type of repair, multiple service technicians may be necessary. If we believe that a repair will need more than one technician, we will make this clear before the repair is approved.**

**Here is a list of complimentary parts that we will provide with our Silver Contract:**

**Transformer, fan relay, heat relay, 5 amp or less fuse, single pole contactor, run capacitor for fan, start run capacitor for air conditioner or heat pump (1 per year).**

**Below are the parameters for your specific Maintenance Agreement:**

- 1) **Annual Maintenance Plan:**
  - o **Two Maintenance Visits per year (Fall and Spring)**
  - o **Filter Changed at the time of Service (1" Thick Merv 10 or less to be provided)**
  - o

**Annual Yearly Cost: \$400.00 (Billed \$200.00 Per visit)**

**Per Extra System: \$175.00 (Billed \$87.50 per visit)**

**If paying by Credit Card, there will be a 3% Processing fee added to the invoice.**

**\*Please Note: Contracts are auto renewal unless notified 30Days prior to the renewal date\***

**Sincerely,  
Advantage Service Group Inc.**

**Printed Name: \_\_\_\_\_**

**Signature: \_\_\_\_\_**

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

**Address: \_\_\_\_\_**

\_\_\_\_\_

**Phone Number: \_\_\_\_\_**

**Email Address: \_\_\_\_\_**

**Filter Size: \_\_\_\_\_**