



McIntire HVAC & Electric, LLC
313 E. Wilson Blvd., Suite 3
Hagerstown, MD 21742
Phone 240-527-5945
www.mcintirehvac.com

Heating & Cooling Preventive Maintenance Agreement

Your maintenance agreement with McIntire HVAC ensures that your heating & cooling equipment will operate to the maximum efficiency while extending the life of your system. These services will be performed semi-annually during the spring/summer and the fall/winter.

1. Clean evaporator coil & condenser coil
2. Check filters & replace if needed* (filters should be replaced every 30 days)
3. Tighten all electrical connections on indoor/outdoor units
4. Check fan blade for possible cracks
5. Clean out PVC drain
6. Start system & check amp draw on compressor & motors
7. Check system Freon levels & add if needed**
8. Check system's overall performance
9. Tighten caps & ports
10. Oil & lubricate moving parts
11. Inspect ductwork for leaks & mold/dirt build-up (recommend duct cleaning if needed)
12. Check thermostat operation
13. Treat drain pan with algae tablets

*We will gladly provide air filters for regular cost minus a 15% discount. Please inform us at the time of scheduling, so we may bring the appropriate size filters

**If Freon is required, this is subject to extra charge minus a 15% discount

Winter/Fall for gas/oil systems:

1. Check gas pressures
2. Inspect heat exchanger for any cracks
3. Test ductwork for CO levels with electronic instruments
4. Check duct temperatures
5. Check flue pipe
6. Clean furnace if needed
7. Oil Furnaces – Change fuel nozzle & fuel filter; adjust oil burner for correct air/fuel mixture

We will maintain and keep current, any and all insurances/licenses deemed required and necessary by the state to effectively and legally fulfill this HVAC agreement. We are pleased to be able to offer you this service. If you have any questions or comments, please feel free to contact our office at (240) 527-5945.

BENEFITS

As a family-oriented company, we try to satisfy our customers as well as giving our employees rest and time with their families. Our first service call appointments are scheduled between 8:00 a.m. and 10 a.m. and our last appointments are scheduled between 3:00 p.m. and 4:00 p.m. With a service contract with McIntire HVAC & Electric, you have the added benefit of 24-hour emergency service.

You will receive a 15% discount on labor, parts and materials that may be necessary for any repairs and a 20% discount on after-hours emergency calls. There will not be a diagnostic fee (typically \$95.00) assessed on service calls.

You will receive a 10% discount on equipment of full-system replacements.

You will receive one spring & one fall tune-up & inspection.

We will give our service contract holders priority service over other service activity, however, if you need a service appointment and the day's schedule is already full, you will be placed on the schedule for the next available appointment. Things can happen on a daily basis that are out of our control and one service appointment can run over and cause a chain reaction – thus affecting the technician's schedule for the remainder of the day. In the event that this happens, we will do our best to keep our customers informed.

TERMS & CONDITIONS

Heating and/or cooling equipment must be in proper operating condition prior to activation of maintenance agreement.

Cost of maintenance agreement to be charged in accordance with payment authorization form.

McIntire HVAC & Electric will send tune-up scheduling reminders via email. Please note that if you have a change in your address, phone number or email, it is your responsibility to contact us with updated information.

It is the customer's responsibility to schedule tune-ups. McIntire HVAC & Electric will not be responsible for any unscheduled tune-ups.

McIntire HVAC & Electric will endeavor to render prompt service, but will not be held liable for any loss or damages due to any uncontrollable delay in service.

Maintenance appointments are scheduled during normal business hours. Weekends and holidays (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, day after Thanksgiving and Christmas Day) are excluded.

Maintenance agreement is effective for a period of one year from the date of acceptance and payment.

Renewals will be sent 30 days prior to expiration of agreement.

Arrangements for access to the home and the heating and/or cooling equipment must be provided at the time of tune-up.

Customer should change air filters monthly. If the homeowner provides filters, we will be more than happy to replace them when we service your system. If you have none, we provide any filter size available at the price of the filter minus 15% discount. Large quantities also available for purchase. **Customer needs to let us know when scheduling the service.**

FOR RESIDENTIAL SERVICE ONLY

YEARLY MAINTENANCE AGREEMENT COSTS			
Type of System	Cost	Quantity	Total
Heat Pump	\$17.00/month		
Gas Furnace	\$17.00/month		
Gas Boiler	\$17.00/month		
Oil Furnace*	\$17.00/month		
Oil Boiler	\$17.00/month		
AC	\$17.00/month		
Electric Furnace	\$17.00/month		
Humidifier**	\$4.00/month		

Discount on additional systems at same location = \$5/month per system

***Nozzle & fuel filter included**

**** Includes new water panel/pad**