



# HOWELL-CHASE

Heating and Air Conditioning

DATE

PO Box 7608, Hilton Head Island, SC 29938 · 843-785-3748 · [www.howellchase.com](http://www.howellchase.com)

CUSTOMER NAME & ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: ( ) - \_\_\_\_\_

LOCATION OF EQUIPMENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE: ( ) - \_\_\_\_\_

BRAND

MODEL NUMBER

SERIAL NUMBER

BRAND	MODEL NUMBER	SERIAL NUMBER

AIR CONDITIONING

HEATING

FILTER CHANGE ONLY

TUNE-UPS (check months) JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

FILTERS (check months) JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

FILTER #1 \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ QTY: \_\_\_\_\_ TYPE: \_\_\_\_\_

FILTER #2 \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ QTY: \_\_\_\_\_ TYPE: \_\_\_\_\_

FILTER #3 \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ QTY: \_\_\_\_\_ TYPE: \_\_\_\_\_

FILTER #4 \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ QTY: \_\_\_\_\_ TYPE: \_\_\_\_\_

PAYMENT:

VISA  M/C  AMEX  DISCOVER  CHECK # \_\_\_\_\_

ACCT. NO.: \_\_\_\_\_ EXP: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

CUSTOMER APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

COMPANY APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

*Thank you for allowing us to serve you!*

CLEAR FORM

## PREVENTATIVE MAINTENANCE AGREEMENT

The preventative maintenance agreement program is designed to check, clean and maintain your comfort system to promote reliability, safety and efficiency.

The program establishes inspection criteria for the complete analysis and performance check of the system at all points that would systematically wear and tear due to age and operation.

Our goal is to provide a protection against major breakdowns by the recommendation of replacing these common wear parts and thus eliminating unexpected loss of comfort.

**Thank you for your trust in us to provide you this service**

### PROGRAM BENEFITS:

- Priority Scheduling
- Discounted Services
- No Overtime Charges
- Exclusive Offers
- Peace of Mind

### PROGRAM FEATURES:

- Reduces Utility Bills
- Extends Equipment Life
- Reduces Major Repairs
- Improves Indoor Comfort
- Ensures Equipment Safety

### PROCEDURES:

- Check Refrigerant Pressures
- Test Starting Capabilities
- Test Safety Controls
- Clean/Replace Standard Filters
- Clean/Adjust Blower Components
- Measure Correct Airflow
- Tighten Electrical Connections
- Check Volts & Amps on Motors
- Lubricate Moving Parts
- Check Thermostat
- Clean Evaporator Coil (Accessible)
- Clean Condenser Coil
- Clean Condensate Drain
- Measure Temperature Difference

NEW  RENEWAL

RESIDENTIAL

COMMERCIAL