Your Company Name

Address
City, State, Zip
Phone

PREVENTATIVE MAINTENANCE CHECKLIST

	• Checked Freon Charge		• Replaced Filter
	• Checked Operating Temperatures		• Checked Duct Work General Condition
	• Checked Disconnect		• Checked and Calibrated Thermostats
	• Checked Electronic Air cleaner		• Checked Defrost Cycle
	• Checked Electronic Air cleaner		• Cleaned Debris From O.D.U.
	• Checked Indoor Coil		• Checked System Operations
	• Checked Outdoor Coil		• Tightened Nub and Screws
	• Installed Permanent Cleanout		• Tightened Fittings
	• Cleaned Drain Lines		• Added Algidde Tabs
	• Treated Drain Lines		• Lubed Motor
	• Treated Drain Lines		• Cleaned Filter
	• Indicates services included in Preventative Maintenance Agreement		

NAME			DATE / /
STREET			PHONE
CITY	STATE	ZIP	WK. PHONE

MAKE	MODEL	SERIAL NUMBER

JOB LOCATION

DESCRIPTION OF WORK PERFORMED	REPAIR NO.	DESCRIPTION	ACCEPT	DECLINE	AMOUNT
			SUB TOTAL		
			TAX		
			DIAGNOSTIC FEE		
			LABOR		
			SUB TOTAL		
			PMA INVESTMENT		
			PAY THIS AMOUNT		

PARTS WARRANTY
All parts as recorded are warranted as per manufacturer specifications.

LABOR GUARANTEE
The labor charge as recorded here relative to the equipment serviced as noted, is guaranteed for a period of 30 days. We do not of course, guarantee other parts than those we provide. If repairs later become necessary due to other defective parts, they will be charged separately.

I HAVE AUTHORITY to order the work, which has been satisfactory performed, as outlined above. It is agreed that the seller will retain title to any equipment or material that may be furnished until finial payment is made and if settlement is not made as agreed, the seller shall have the right to remove same and the seller will be held harmless for any damages resulting from the removal thereof.

X _____
Customer's Signature

☐ SERVICE AGREEMENT ☐ NORMAL ☐ WARRANTY

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CROWNMAX SAMPLE