



MBS Mechanical, Inc.
 P.O. Box 25
 Glen Burnie, MD 21060-0025
 (410) 761-7676 Balt. ~ (301) 680-8888 Wash.
 (410) 863-4951 fax



Commercial Preventative Maintenance Agreement

Customer: _____

Phone: _____

Fax: _____

Address: _____

Covered Equipment

Mfr.:	Model #:	Serial #:
Mfr.:	Model #:	Serial #:
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**MBS Mechanical, Inc. will provide the following maintenance under this agreement:
 Includes four (4) inspections per year - one each quarter**

COOLING SERVICE CHECK (twice per year)

1. Check refrigerant charge and operating pressures
2. Check voltage and amperage to all motors with meter
3. Check air temperature drop across evaporator
4. Check evaporator superheat
5. Lubricate all moving parts
6. Check belt and adjust tension (replace if needed)
7. Change filters
8. Check pressure switch cut-out setting
9. Check electrical lock out circuits
10. Turn exposed dampers to cooling position, if marked (no balancing)
11. Clean and adjust thermostat
12. Check air temperature across condensor
13. Check that condensate drain is open
14. Check all wiring and connections

HEATING SERVICE CHECK (twice per year)

1. Clean and adjust thermostat
2. Clean and adjust all safety controls
3. Vacuum clean burners and controls
4. Clean and adjust pilot assembly
5. Adjust burner for efficiency
6. Check for gas leaks in furnace
7. Lubricate all moving parts
8. Check belt and adjust tension (replace if needed)
9. Check flue pipe
10. Turn exposed dampers to heating position, if marked (no balancing)
11. Adjust pressure regulator
12. Check heat exchanger
13. Check total performance & operating efficiency of heating system
14. Change filters

TERMS & CONDITIONS

1. This Service Agreement is not effective until properly executed by the Customer and by an authorized representative of MBS Mechanical, Inc. and payment is made in full. **Service will be refused if Customer's account is past due.**
2. This Service Agreement applies only to the equipment listed above, and is transferable to the next property owner.
3. MBS Mechanical, Inc. will endeavor to render prompt and efficient service, but shall not be liable for damage or loss caused by delay in performance under this Service Agreement.
4. This Service Agreement covers only electrically operated units inside equipment and does not cover electrical or plumbing work or balancing beyond the units, nor any work required because of negligence, misuse of equipment, fire, flood, acts of God, shortage of electricity or water supply, sabotage, vandalism, or damage caused by freezing.
5. **MBS Mechanical, Inc. will not be held liable for any damage to property due to water leaking from stopped-up condensate pumps, rusted evaporator pans or any parts of the Heat Pump and/or Air Conditioner, including water heaters and 90% efficient condensing furnaces that produce water as part of its operation. Furthermore, MBS Mechanical, Inc. will not be held liable for any damage to property due to malfunctioning humidifier or any part of the humidifier operation (including the water supply line and connection drain).**
6. MBS Mechanical, Inc. may reject any Agreement or renewal if equipment is in unsatisfactory condition.
7. This agreement is for one year from the date stated below.
8. This contract covers maintenance on existing equipment only. This contract does not cover parts. Refrigerant is not covered under this contract. Any additional service will be billed on a time and material basis at our current billing rate.

MBS Mechanical, Inc. hereby acknowledges receipt of \$ _____ for the plan.

By: _____ signature
MBS Mechanical, Inc.

Date of This Agreement: _____ Contract No: _____ Check #: _____