



JEFF LOWE Plumbing, Heating & Air Conditioning, Inc.

Mailing Address:
 P.O. Box 2493
 Kingston, NY 12402
 Phone (845) 331-2480

Shipping Address:
 101 Smith Ave
 Kingston, NY 12401
 Phone (845) 331-0943

www.jeffloweplumbing.com

Thank you for choosing **Jeff Lowe Plumbing, Heating, and Air Conditioning Inc.** to provide maintenance for your heating and/or air conditioning equipment. All you need to do is review the enclosed agreement, sign the office copy and remit with your payment. After the contract has been remitted to our office, **please** call to schedule your inspection. **You will only receive the inspection while the contract is effective.**

**Please note it is necessary that prior to your appointment you arrange clear access to the unit(s) being serviced. Any time spent by the technician relocating personal items in order to access the unit must be billed as an extra.

Once your payment is received, you will receive the following benefits:

- A 10% discount, or 15% for Senior Citizens, on all plumbing, heating, and air conditioning **Service Work** (repairs that are charged tax). Discount is applied only at the location where the agreement equipment is located for the duration of the agreement. The discount applies to both **Normal** working hours and **Overtime** emergency calls.
- Priority scheduling.
- A 5% discount on the purchase of replacement equipment for the equipment covered by this agreement.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 Point Check - Furnace	12 Point Check - Boiler	12 Point Check - A/C or Heat Pump
Clean or install new standard filter	Remove & clean pilot	Clean or install new standard filter
Remove & clean pilot & burner assembly	Check & clean flue	Check fan
Check & clean smoke pipe and reseal	Check chimney & smoke pipe & reseal	Check belts and replace
Check & lube blower motor	Lubricate circulators	Check condensate drain pan & clean
Check fan & lubricate	Check circulator coupling	Check & clean condensate pump
Check belt and replace	Drain expansion tank	Clean condenser coil
Check thermostat for operation	Check safety controls	Check condenser fan & lubricate
Check & clean condensate pump	Check relief valve	Check contactors
Measure temperature rise	Check boiler pressure	Check system charge
Check for carbon monoxide	Check thermostat	Measure temperature rise
Check fan limit switch	Check all zones	Check thermostat
Drain water off water heater	Drain water off water heater	Check megohm of compressor

If you have any questions about your maintenance agreement, please give us a call at (845) 331-2480. We will be happy to assist you.

Name: _____ Date: _____