



**Automatic Climate**  
**276-5127**

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5601 Biggs Rd, Richmond, Virginia 23224  
Class A contractor license number 2701 029209A

## COMMERCIAL PRIORITY CLIENT SERVICE AGREEMENT

### CLIENT

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Contact:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Emergency Tel:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

### LOCATION

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Contact:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_  
**Emergency Tel:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

### BENEFITS

- Fewer breakdowns and emergency repairs.
- Priority response on any breakdowns.
- 15% discount on repairs
- Lower utility bills.
- You will be kept informed of equipment conditions.
- 24-hour emergency service.
- Extended life of equipment.

### SERVICES

- Spring Air Conditioning Maintenance
- Fall Heating Maintenance
- Quarterly Filter Change Service

### NOTES

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### Work to be preformed at the time of service with each agreement

#### WARM AIR GAS EQUIPMENT

1. Replace belts and filters
2. Thermostat
3. Air filter
4. Voltage/amperage on motors
5. Blower components
6. Temperature rise
7. Lubricate motors
8. Clean and adjust burners
9. All electrical connections
10. Clean and check the flue
11. High limit control
12. Fan control
13. Gas consumption
14. Furnace drains
15. All Safety Controls

#### WARM AIR ELECTRIC HEAT

1. Replace belts and filters
2. Thermostat
3. Air filter
4. Voltage/amperage on motors
5. Blower components
6. Temperature rise
7. Lubricate motors
8. Automatic controls
9. Electrical connections
10. Operation of heating elements
11. Fan control
12. High limit control
13. All Safety Controls

#### SUMMER AIR CONDITIONING EQUIPMENT

1. Replace filters
2. Thermostat
3. Air filter
4. Voltage/amperage on motors
5. Blower components
6. Temperature rise
7. Lubricate motors
8. Flush condensate drain
9. Electrical Connections
10. Clean and check outdoor condenser coil
11. Operating pressures for proper refrigerant charge
12. Start-up and shut-down operations
13. All safety controls
14. Wash and wax outdoor unit

#### HEAT PUMP

1. Replace belts and filters
2. Thermostat
3. Air filter
4. Voltage/amperage on motors
5. Blower components
6. Temperature rise
7. Lubricate motors
8. Auxiliary heat operation
9. All electrical connections
10. Clean and check the outdoor coil
11. Operating pressures for proper refrigerant charge
12. Start-up and shut-down operations
13. All safety controls
14. Defrost operation
15. Reversing valve operation
16. Compressor crank case heater

### SPECIAL TERMS OF AGREEMENT:

Annual Price: \$ \_\_\_\_\_ *The agreement remains until canceled by either party with 90-days notice.*

Company approval: \_\_\_\_\_ Date: \_\_\_\_\_ Client approval: \_\_\_\_\_ Date: \_\_\_\_\_