MAINTENANCE AGREEMENT COOLING SERVICE INSPECTION

CUSTOMER _____ UNIT #_____

INSIDE UNIT: BRAND_____ LOCATION_____
MODEL_____ SERIAL _____ AGE_____

- ☐ CHECK THERMOSTAT – CALIBRATE IF NEEDED
- ☐ CLEAN OR REPLACE STANDARD AIR FILTERS
- ☐ INSPECT BLOWER COMPONENTS
- ☐ INSPECT AND TIGHTEN ALL LOOSE ELECTRICAL CONNECTIONS
- ☐ LUBRICATE MOTORS IF APPLICABLE
- ☐ ADJUST PULLEYS AND BELTS
- ☐ VISUAL CHECK PLENUM & ACCESSABLE DUCTS FOR AIR LEAKS
- ☐ CLEAN & TEST PRIMARY & SECONDARY DRAINS
- ☐ CHECK EVAPORATOR COIL IF ACCESSABLE
  (CLEAN AT DISCOUNTED RATE IF NEEDED)

OUTSIDE UNIT: BRAND_____ LOCATION_____
MODEL_____ SERIAL_____ AGE_____

- ☐ REFRIGERANT CHARGE
- ☐ CHECK OPERATING PRESSURES AMBIENT TEMPERATURE _____
  SUCTION PRESSURE_____ HEAD PRESSURE_____
- ☐ CHECK START AMPS_____ RUN AMPS_____
- ☐ INSPECT CONDENSER COIL – RINSE OFF AND CLEAR ANY VISIBLE DEBRIS
  DISCOUNT RATE IF CHEMICAL CLEANING IS NEEDED
- ☐ CHECK START KIT
- ☐ INSPECT AND TIGHTEN ALL LOOSE ELECTRICAL CONNECTIONS
- ☐ CHECK VOLTAGE AND AMPERAGE ON MOTOR
- ☐ CHECK DISCONNECT
- ☐ INSPECT & TEST SAFETY CONTROLS

RECOMMENDATIONS OR COMMENTS:

_____
_____
_____
_____

YOUR AIR CONDITIONING SYSTEM HAS BEEN LEFT IN OPTIMUM OPERATING CONDITION.

TO ENSURE CONTINUED OPERATING EFFICIENCY:

- CHANGE YOUR FILTERS IF THEY BEGIN TO SHOW A BUILDUP OF DUST
- KEEP YOUR OUTSIDE UNIT FREE FROM GRASS CLIPPINGS, COTTONWOOD, LEAVES, OR OTHER DEBRIS
- DO NOT BLOCK THE FREE FLOW OF AIR AROUND OUTSIDE UNIT WITH SHRUBS, FLOWERS, DECORATIVE BORDERS OR FENCES
- KEEP PETS, ANTS AND BEES AWAY FROM UNIT
- CALL US IF YOU SEE DAMAGE TO UNIT (FROM HAIL, VANDALS, ANIMALS)

CALL ME AT CODY AIR CONDITIONING IF YOU HAVE QUESTIONS OR CONCERNS ABOUT YOUR AIR CONDITIONING SYSTEM. **ENJOY A WORRY FREE SUMMER.**

TECHNICIAN _____ DATE_____

CODY AIR CONDITIONING & HEATING, INC (817)268-1661 TACLB5251C
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