



702 N Walnut / P.O. Box 26
Wapella, IL 61777
Phone: 217-935-3092 Fax: 217-935-9707

SERVICE AGREEMENT

Name: _____ Phone & Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Rich Heating Cooling & Plumbing agrees to furnish services in accordance with the General Terms and Conditions and all attached Scope of Maintenance schedules. This Agreement becomes valid when accepted by Customers and Rich Heating Cooling & Plumbing, Inc.

Inspection Agreement Terms and Conditions

1. Rich Heating Cooling & Plumbing Shall: Upon Completion of service provide a comprehensive inspection report listing work performed, defects found and corrected, and any recommended corrective action. Rich Heating Cooling & Plumbing shall maintain customers equipment to keep utility and repair costs as low as possible, while preserving equipment reliability and life. Occupant comfort is always a primary consideration. Cleaning & Maintenance appointment will occur at approximately six (6) months into the contract and the final one near the completion of yearly contract.
2. The Customer Shall: Operate the equipment in accordance with the manufacturer's recommendations and promptly notify Rich Heating Cooling & Plumbing of any unusual operating conditions. Pay for any services and materials not specifically included in this agreement. Provide access to the equipment and shall not move or relocate the equipment. Customer shall not modify this agreement and shall not allow changes or repairs to be made by anyone other than representatives of Rich Heating Cooling & Plumbing. Pay all invoices within 30 days of receipt. Customer will be notified up to three (3) times to schedule each maintenance service, after three (3) attempts customer will need to contact us to schedule within contract effective dates.
3. Rich Heating Cooling & Plumbings responsibility for injury to persons or property shall be limited to injury caused directly by negligence of Rich Heating Cooling & Plumbing representatives while performing operations under this agreement. In no way shall Rich Heating Cooling & Plumbing be liable for incidental or consequential damages of any nature whatsoever.
4. Rich Heating Cooling & Plumbing shall not be liable for repairs to any equipment damaged by reasons of negligence, faulty system design, misuse, abuse, acts of God, or conditions caused beyond Rich Heating Cooling & Plumbings reasonable control including but not limited to: fire, severe weather, flood, power outages, theft, neglect, vandalism, etc.
5. Work or changes which might at some future date be required by government regulations, codes, or insurance company requirements are not covered under this agreement.
6. This instrument embodies the entire agreement between Rich Heating and Cooling and Customer. Any modifications or amendments to this agreement must be done in writing and signed by both parties.
7. Rich Heating Cooling & Plumbing will provide warranty information for all new and installed units, provided that Rich Heating Cooling & Plumbing installed said units. As well as all units to be serviced under this agreement.
8. This agreement is automatically renewable and shall remain in effect unless changed or terminated by either party giving at least thirty (30) days but not more than sixty (60) days written notice prior to anniversary .

Effective Dates: _____

Start: _____	Package Chosen: _____		
End: _____	Steam Humidifier: \$165/yr	By-pass or power Humidifier \$48/yr	Electronic Air Cleaner: \$60/yr
		Payment method: _____	

Customer Acceptance: _____ Date: _____ TOTAL DUE: _____

Signature: _____ Payment is due at time of signing and contract will begin on the first of the following month.

Printed Name: _____ Tech: _____

INTERNAL USE ONLY

6 Month Appointment:

Time:

Notes:

Final Appointment:

Time:

Notes:

Attempts to contact:

Date:

Via:

Date:

Via:

Notes: