



## Maintenance Agreement

### Customer Information:

Please fill in your information below:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Instructions:** Please fill out your information, select what maintenance option you would like, then sign and date below. Please scan a copy of this agreement and email it to "[dellamoraair@gmail.com](mailto:dellamoraair@gmail.com)" or mail in a copy of this agreement to "180 Mace St. Suite C-17; Chula Vista, CA 91911". Once we receive the agreement we will contact you with the seasonal scheduling dates. Please note no upfront payment is required and this maintenance agreement is priced per individual HVAC system and includes up to two, one inch air filters rated at MERV 4. Filter upgrades will be available as an optional upgrade below. This is not a contract. This is an agreement to get you automatically scheduled on our regular maintenance schedule and to automatically send you scheduling reminders. There is no fee to cancel.

**Equipment:** Please check the box next to what type of HVAC system you have if known. If system type is unknown Della-Mora Heating and Air Conditioning, can assist in determining the type of system you have.

- QTY:[] Conventional Central Gas Heat  
QTY:[] Conventional Central Gas Heat-Conventional Air Conditioning  
QTY:[] Conventional Central Heat Pump with Auxiliary Electric Heat Strip  
QTY:[] Conventional Central Heat Pump without Auxiliary Electric Heat Strip  
QTY:[] Commercial Gas/Electric Package Unit  
QTY:[] Commercial Heat Pump Package Unit  
QTY:[] Ducted Mini Split Heat Pump Split System  
QTY:[] Ductless Mini Split Heat Pump Split System  
QTY:[] Water source Heating and Air Conditioning

**Filter:** Please list the filter size/sizes if known. If the filter size is unknown Della-Mora Heating and Air Conditioning, can assist in determining the size of filter you have.

Filter/Filters:[\_\_\_\_\_]

**Maintenance Packages:** Please choose from the following options what type of maintenance package you would like to be performed on your system/systems. If you are unsure what type of maintenance package best fits your system, Della-Mora Heating and Air Conditioning can go over the packages with you to help you determine what option best suits your needs.

**Basic Package:** The basic package is designed to perform basic maintenance and tune up tasks.

- Change air filter
- Perform light unit cleaning. Hose off the A/C with water for summer maintenance or blow out furnace or indoor unit for winter maintenance.
- Perform system inspection and tune up.
- Chlorine treats drain system if applicable.

**Full Package:** This package is designed to perform more extensive maintenance and tune up tasks.

- Change air filter
- Perform light acid wash on Air conditioner furnace or blow out furnace or indoor unit for winter maintenance.
- Perform system inspection and tune up.
- Chlorine treats drain system if applicable.
- Clear Teflon coat outdoor unit coils.

**Coastal Package:** This package is designed for systems in higher risk environments for corrosion.

- Change air filter
- Perform heavy acid wash on Air conditioner furnace or blow out furnace or indoor unit for winter maintenance.
- Perform system inspection and tune up.
- Chlorine treats drain system if applicable.
- Disassemble outdoor unit and color Teflon coat outdoor unit coils using coastal gulf coat blue.

**Pricing worksheet:** Please select from the package options by initialing the option you desire and indicate if you desire annual, bi-annual or quarterly service. Then sign and date to accept this maintenance agreement.

**Basic Package \$85.00 per visit:** Initials X\_\_\_\_\_X [ ] Annual [ ] Bi-Annual [ ] Quarterly

**Full Package \$128.00 per visit:** Initials X\_\_\_\_\_X [ ] Annual [ ] Bi-Annual [ ] Quarterly

**Coastal Package \$250.00 per visit:** Initials X\_\_\_\_\_X [ ] Annual [ ] Bi-Annual [ ] Quarterly

**Optional Filter Quality Upgrade:** Please note the filter included in each package option is MERV 4 and is rated up to 1" thick. Any thicker filter or higher MERV rating is listed below and will be added to the package price total. Please initial to accept optional filter upgrade selection.

- 1" MERV 10 Pleated \$6.00 X\_\_\_\_\_X QTY: [ ]
- 2" MERV 4 Fiberglass \$7.00 X\_\_\_\_\_X QTY: [ ]
- 2" MERV 10 Pleated \$18.00 X\_\_\_\_\_X QTY: [ ]
- 4" MERV 10 Pleated \$42.00 X\_\_\_\_\_X QTY: [ ]

**Special Notes:**

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X \_\_\_\_\_ X X \_\_\_\_\_ X

**Sign** **Date**

**Della-Mora Heating and Air Conditioning**  
 180 Mace St, #C17, Chula Vista, CA 91911 / 619-739-6161 / Lic#923196  
[www.dellamoraheatingairconditioning.com](http://www.dellamoraheatingairconditioning.com)