



## Sullivan Heating and Cooling

[www.SullivanHeatingCooling.com](http://www.SullivanHeatingCooling.com)

4054-NY 52 Suite #2  
Youngsville, NY 12791

**845-588-5433**



## Worry-Free Preventive Maintenance Service Agreement

|                        |       |                       |       |
|------------------------|-------|-----------------------|-------|
| <b>Customers Name:</b> | _____ | <b>Date:</b>          | _____ |
| <b>Address:</b>        | _____ | <b>Age of Boiler:</b> | _____ |
| <b>City / Town:</b>    | _____ | <b>Manufacturer:</b>  | _____ |
| <b>Contact Number:</b> | _____ | <b>Email:</b>         | _____ |

**We propose to furnish the materials and/or perform the work below for the net price of \$ 225**

Don't be left without heat when you need it most. Peace of mind and heat is guaranteed with an annual Sullivan Heating and Cooling Residential Worry-Free Preventative Maintenance Service Agreement.

We are proud to offer you and your family the coverage you need for your oil heating system. Our Oil heat tune-up plan is one way of ensuring that your system is protected by guaranteeing that your repairs and maintenance can be completed promptly and professionally.

A system that is in good working order saves you money, fuel and potential headaches. Your plan covers one tune-up per year.

Tune-up will be performed between 8:00 a.m. to 3:30 p.m. Monday through Friday, holidays excluded.

**Priority service:** Service agreement customers will receive priority scheduling over non-contract customers for all service calls, emergency calls and/or other service requests.

**15% parts and labor discount:** If our inspection deems it necessary, maintenance service will be provided with your consent. You will then receive a 15% discount off prevailing rates for parts and labor.

- **Reduce system operating costs up to 15%**
- **Prolong the life of your equipment**
- **Improve comfort by maximizing efficiency**
- **Avoid untimely breakdowns**
- **Get Peace of mind by confirming the safe operation of your system**

# Oil Fired Hot Water Boiler

## ANNUAL INSPECTION FOR BOILER:

Items to be completed will be as follows:

### One (1) Annual Service and Operational Inspection:

- Inspect fireside of boiler and record condition
- Brush and vacuum soot and dirt from flues and combustion chamber
- Inspect firebrick and refractory for defects
- Visually inspect boiler pressure vessel for possible leaks and record condition
- Disassemble, inspect and clean low-water cutoff
- Check and adjust hand valves and automatic feed equipment
- Inspect, clean and lubricate the burner and combustion control equipment
- Clean strainers
- Install new oil nozzle and oil fuel filter cartridge
- Clean and check electrodes and nozzle assembly
- Replace cad eye
- Reassemble boiler
- Check burner sequence of operation and combustion air equipment
- Check fuel piping for leaks and proper support
- Verify operation of relief valve
- Perform combustion analysis and adjust burner to achieve optimum efficiency
- Clean and wax exterior of boiler
- Make written reports and notify homeowner of any items that need further attention

**The Terms and Conditions set forth in this Agreement form an integral part of this Agreement and are expressly incorporated herein.**

**Total Maintenance Service Agreement Price \$ 225.00**

**Service Contract Start Date:** \_\_\_\_\_

This proposal is hereby accepted, Sullivan Heating and Cooling is authorized to proceed

### Accepted:

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_  
Approval #: \_\_\_\_\_

### Approved:

\_\_\_\_\_  
**Joseph A. Velilla**  
**Managing Partner**  
**Sullivan Heating and Cooling**  
Date: \_\_\_\_\_

## GENERAL TERMS AND CONDITIONS:

- **CONTRACT PERIOD** - The contract period shall start on the effective date and remain in effect for one (1) year. This contract will automatically be renewed each year for an additional one-year period unless terminated by either party by giving written notice at least thirty (30) days prior to the renewal.
- **PRICE ADJUSTMENT** - Price adjustment may be required based on future prevailing labor and material costs. This increase, if necessary, will take effect on the anniversary of the effective date of this Agreement and will not exceed the Annual Inflation Rate as published by the U.S. Government for the prior calendar year.
- **PRIORITY SERVICE** - Service Agreement Customers will receive priority scheduling over non-contract customers for all service calls, emergency calls and/or other requests for service.
- **PAYMENT** - Payment for this agreement and any additional service performed shall be net thirty (30) days from the invoice date. Invoices will be issued at the start of each billing period as called for on the pricing page of this Agreement. Any amounts due past (30) days will be subject to a two (2) percent per month service charge. Sullivan Heating Cooling reserves the right to discontinue all services any time payments have not been made as agreed. In addition to the Agreement price, the customer shall pay Sullivan Heating and Cooling any applicable taxes or government charges existing or imposed in the future, which are required in connection with the service or material furnished under this agreement. Should it become necessary to turn any monies due over to a third party for collections the customer shall be required to pay any and all collection and /or reasonable legal fees incurred in the collection process.
- **CUSTOMER RESPONSIBILITIES** - Customer shall permit access to building, permit reasonable use of building services, keep areas adjacent to the equipment free of extraneous material, move any stock and/or fixtures needed to perform the work under this agreement, and promptly notify Sullivan Heating and Cooling of any unusual operating conditions.
- **NORMAL WORKING HOURS** - Normal working hours will be from 8:00 a.m. to 3:30 p.m. Monday through Friday. (Excluding Holidays) All services performed under this Agreement shall be during normal working hours. Any services requested by the customer at other than normal working hours shall be invoiced at Sullivan Heating and Cooling current after hours rate schedule.
- **LIABILITY** - The liabilities of Sullivan Heating and Cooling for injury to persons or property shall be limited to injuries caused directly by its negligence in performing operations under this agreement. IN NO EVENT SHALL THE SERVICE COMPANY BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE WHATSOEVER OUTSIDE OF THIS AGREEMENT. Sullivan Heating and Cooling will not be liable for repairs to any equipment damaged by reason of negligence, faulty systems design, misuse, abuse or by conditions beyond its reasonable control.
- **ADDITIONS** - Sullivan Heating and Cooling shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, state, municipal or other authority as part of this agreement.
- **CONTRACT OWNERSHIP** - This contract document is the property of Sullivan Heating and Cooling, It is intended for the sole use of the company to which it is written. It is not to be used as specifications or included in any bid proposal or request.
- **ENTIRE AGREEMENT** - This agreement embodies the entire Agreement between the parties. Any modifications or amendments must be in writing and signed by both parties.