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Preferred Client Maintenance Plan



Customer _____
 Address _____

 Site # _____

Work Phone: _____
 Cell Phone: _____
 Email Address _____

Benefits of having a Preferred Client Maintenance Plan

- 24 Hour Emergency Service
- Priority Customer Status
- Protects Your Investment
- Extended Equipment Life
- Reduces Likelihood of Emergency Calls
- 1 Year Warranty Service Repair
- No Overtime Charge, Ever
- Recommended by All Equipment Manufacturers & Energy Providers
- No Travel Charge, Ever
- 15% Discount on Repair Parts

SCHEDULE OF EQUIPMENT COVERED:

1. _____
 2. _____
 3. _____

This Maintenance Plan includes _____ visit(s) per A/C Season & _____ visit(s) per Heating Season

A/C MAINTENANCE <input type="checkbox"/> Yes <input type="checkbox"/> No	HEATING MAINTENANCE <input type="checkbox"/> Yes <input type="checkbox"/> No
1. Check Operating Pressure	1. Clean & Adjust Burner
2. Check & Adjust Belts	2. Check & Adjust Belts
3. Check Amperage Draw of All Motors	3. Checks Amperage Draw of All Meters
4. Lube All Serviceable Motors & Bearings	4. Lube All Serviceable Motors & Bearings
5. Check Air Temperature Splits	5. Check All Safety Controls
6. Check All Operating Controls	6. Check All Operating Controls
7. Check for Proper Drainage from Condensate Drain	7. Clean & Inspect Draft Diverter
8. Check and Flush out Condensate Drain	8. Adjust Fuel Pressure Regulator if Needed
9. Check and Inspect Condensate Traps	9. Check Thermostat Calibration
10. Clean Condensate Line	10. Inspect All Electrical Connection
11. Check and Inspect Condenser Controls for Corrosion	11. Check Air Filter - Replace if Noted Below
12. Check and Inspect Compressor Operation	12. Inspect Heater Flue Pipe and Draft for Wear and/or Leakage
13. Check and Inspect Temp between Supply and Return Registers	13. Monitor for Combustion Leaks and Cracks
14. Check Thermostat Calibration	14. Inspect and Test Heater Rise Temperature to Ensure Proper Air Flow
15. Inspect All Electrical Connections	15. Check Furnace Blower Motor and Belt
16. Check Air Filter - Replace if Noted Below	16. Inspect and Check All Zone Valves, Low Water Cutoffs, and Expansion Tanks
17. Check Refrigerant Gas Pressures (add up to 2 lbs only)	

SERVICE INCLUDES BELTS Yes No FILTERS Yes No REFRIGERANT Only 2 lbs. Yes No

Optional Services:

SEE REVERSE SIDE FOR POLICY and CONDITIONS ON REPLACEMENT PARTS

Our charge for this Preventative Maintenance Plan is \$ _____ plus tax _____ = Total _____

AmEx _____ Visa _____ MasterCard _____ Check # _____ Cash _____

Credit Card # _____ Exp. Date _____ Name on Card _____

Security Code # _____

For every Maintenance Plan Purchased a tree will be planted in your name with our efforts to support Global ReLeaf Program

COTTAM HEATING & AIR CONDITIONING, INC. APPROVAL:

DATE:

PCMP Start Date:

CUSTOMER APPROVAL:

DATE:

PCMP Start Date:



SUBJECT TO TERMS AND CONDITIONS ON REVERSE SIDE