



# Affordable Service

Plumbing • Heating • Air Conditioning

3200 Northern Blvd NE  
Rio Rancho, NM 87124  
505-891-8907  
LIC 25925-MM98

## Change Over Service Contract

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE: \_\_\_\_\_ TECHNICIAN: \_\_\_\_\_

DATE PURCHASED: \_\_\_\_\_ CONTRACT # \_\_\_\_\_

### Contract agreement: Spring & Fall change over

<u>COST</u>	<u>1 YEAR</u> <input type="checkbox"/>	<u>3 YEAR</u> <input type="checkbox"/>	( 10% savings )
1st Cooler & Furnace	\$219.00 <input type="checkbox"/>	\$591.00 <input type="checkbox"/>	
Each additional Cooler	\$89.00 <input type="checkbox"/>	\$240.00 <input type="checkbox"/>	
Each additional Furnace	\$69.00 <input type="checkbox"/>	\$186.00 <input type="checkbox"/>	

Subtotal: \_\_\_\_\_ Tax: \_\_\_\_\_ Total: \_\_\_\_\_

\*\*\* 10% discount on parts. 10% discount on duct cleanings. \*\*\*

### COOLER

Make: \_\_\_\_\_  
Model: \_\_\_\_\_  
Size: \_\_\_\_\_  
Age: \_\_\_\_\_  
Pad size: \_\_\_\_\_

### FURNACE

Make: \_\_\_\_\_  
Model: \_\_\_\_\_  
BTU rating: \_\_\_\_\_  
Age: \_\_\_\_\_  
Filter size: \_\_\_\_\_

**ADDITIONAL NOTES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **AUTHORIZATION:**

Customer signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Tech signature: \_\_\_\_\_ Date: \_\_\_\_\_

YOU WILL RECEIVE PREFERENTIAL APPOINTMENT TIMES DURING THESE BUSY SEASONS!  
This agreement is non-refundable but is transferrable to new property owner.

The following items are included in each changeover:

### **SPRING CHANGE OVER**

- Clean cooler base
- Oil bearings
- Check float
- Check belt
- Check pulley
- Check overflow tube
- Check spider tubes
- Check pump
- Check switch
- Check amperage to motor
- Pull out cooler damper
- Disconnect electrical to furnace
- Shut down gas to furnace
- Hook-up supply line
- Check Hi/Low switch for correct wiring

### **WINTER CHANGE OVER**

- Drain cooler water line and blow out
- Disconnect V-belt
- Disconnect electrical
- Drain cooler
- Install cooler cover (if customer has cover)
- Connect electrical to furnace
- Start-up furnace
- Install damper
- Check furnace for proper operation
- Check gas connection & turn gas on
- Check carbon monoxide levels

**\*\*\*The Change Over Service Agreement does not guarantee that problems will not occur\*\*\***