

**Resort Maintenance, Inc.**  
**Annual Heat/Air Service Contract**  
**1326-A Ben Sawyer Blvd., Mt. Pleasant, SC 29464**  
**(843) 881-1044 Fax (843) 881-2126**  
**(January 1, 2018 – December 31, 2018)**

Resort Maintenance will annually provide all labor and equipment required to fully inspect your heat/air system twice a year (spring & fall) to promote optimum performance. The inspection includes:

- 1) A visual inspection of the outer and inner cabinets.
- 2) Pressure check of existing refrigerant charge to ascertain adequacy of charge and proper pressures.
- 3) Amperage check to ascertain proper electrical load and draw.
- 4) Inspection of all coils, tubing, and threaded connections.
- 5) Inspect and lube all belts, pulleys & motors (where applicable).
- 6) Inspect all electrical connections, contactors, relays & wiring.
- 7) Evaluate all components as to condition & indications that may suggest potential problems (i.e. rust, corrosion/noise, etc.).
- 8) Check thermostat condition and operation (level if required).
- 9) Check indoor filter condition; replace if necessary.
- 10) Check inlet and outlet temperatures for adequacy.
- 11) Inspect condensate drain line (clear when necessary).
- 12) Ascertain positive airflow in system.
- 13) Evaluate coils for cleanliness and airflow.
- 14) Provide written documentation for each unit with comments as to system condition and recommendations.
- 15) Environmental requirements shall be complied with.

All materials will be provided at 10% discount for any authorized repairs during the period of this contract. Labor will be at the reduced rate of \$102.00 per hour during the day & \$122.00 per hour for night/weekend/holidays. There is a 1-hour minimum for all service calls, day or night. (NOTE: Non-contract rate is \$122.00 per hour during the day & \$142.00 for nights/weekends/holidays. There is a 2-hour minimum for non-contract night, weekend, and holiday calls.)

This contract is renewable at owner's option on a yearly basis. Access must be provided to all units to allow inspections. Nonrefundable contract fee is \$160.00 per year for the first heat/air unit at each address. Additional units at the same address will be billed at the rate of \$130.00 per unit per year. Materials will be warranted as per manufacturer; labor for 30 days. We provide Workman's Compensation and Liability Insurance for your protection. Thank you for the opportunity to provide this service.

Service Address \_\_\_\_\_ Subdivision \_\_\_\_\_

Phone# \_\_\_\_\_ Check Amount\$ \_\_\_\_\_ Check # \_\_\_\_\_

\_\_\_\_\_  
Print Owner's Name

\_\_\_\_\_  
Billing Address/City/State/Zip Code

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
E-mail Address