

HVAC Service Agreement Contract

This Agreement is made effective on

Date: / / , by and between:

HVAC Service Provider:

Business Name:	
Address:	
Phone:	
Email:	
License #:	

AND

Customer:

Name:	
Address:	
Phone:	
Email:	

Scope of Services

The Service Provider agrees to perform HVAC services at the Customer's property located at:

Service Address:

Description of Services:

- Scheduled Maintenance
- Repair
- Installation
- Emergency Service
- System Inspection / Diagnosis
- Other:

Payment Terms

Service	Cost
Diagnostic Fee	\$
Labor Rate (per hour)	\$
Parts & Materials	Billed as needed
Annual Maintenance Plan	\$
Flat-Rate Installation	\$
Total Contract Price	\$

Warranties

Labor warranty: days from service date

Parts warranty: Per manufacturer

Installation warranty: year(s) (if applicable)

Warranty void if third-party work is performed or system is misused

Signatures

Customer

Name:	
Signature:	

Date: / /

Service Provider

Name:	
Signature:	

Date: / /

Service Schedule

Service Type	Frequency	Estimated Dates
	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	

Payment Schedule:

- Paid in Full at Signing
- Deposit: \$ due at signing
- Balance: Due upon completion or in phases per agreement

Accepted Payment Methods:

Termination

Either party may terminate this agreement with written notice. Customer is responsible for payment of all services rendered through termination date.