

PREVENTATIVE MAINTENANCE



You wouldn't drive your car 100,000 miles without changing the oil. The same logic holds true for your home comfort system. Regular preventative maintenance is the best way to ensure trouble-free operation and peak performance. Pre-season maintenance is also important. It can help to avoid a system failure in severe hot or cold weather when you need it most, and it can also keep your energy bill from getting out of control.

System Checking and Safety Checks

Our technicians will verify that your system is running as intended. We conduct a thorough check of your equipment which includes verifying operating pressures, starting up the unit in heating and cooling mode, and insuring that all the safety features are in working order.

Filter Changes and Cleaning

Filter changes are critical in your air conditioning and heating usage. Changing your filters will maximize airflow throughout your unit. This allows your unit to run at peak efficiency. Systems will work more efficiently when clean. Our technician will clean the condensation drains, pans, and clean coils. We will also inspect and clean heat exchangers.

Mechanical Inspection

Our technician will check your existing unit for worn and burnt parts. Also for parts not operating to standards.

A Non-Commission Based Company

HL Bowman provides NON-commission based technicians who do NOT up-sell the homeowner any parts he or she might not need to properly fix the problem. This guarantees the homeowner a peace of mind that our technicians will ONLY be recommending the parts necessary to fix the problem correctly.

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H . L .
BOWMAN
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 www.hlbowman.com

Client Name: _____
 Address: _____
 City: _____
 Zip: _____ State: _____
 Telephone: _____ Email: _____

WORK TO BE PERFORMED AT:
 Address: _____
 City: _____
 Zip: _____ State: _____
 Special instructions: _____

1

Heating equipment and schedule:

- | | Annual Tune-Up | Biannual Tune-Up | Add AC |
|-----------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Heat Pump..... | <input type="checkbox"/> \$99..... | <input type="checkbox"/> \$189..... | |
| Air Conditioning..... | <input type="checkbox"/> \$79..... | | |
| Gas Furnace..... | <input type="checkbox"/> \$109..... | <input type="checkbox"/> \$240..... | <input type="checkbox"/> \$54 extra |
| Oil Furnace..... | <input type="checkbox"/> \$155..... | <input type="checkbox"/> \$285..... | <input type="checkbox"/> \$54 extra |
| Oil Boilers..... | <input type="checkbox"/> \$250..... | | |
| Gas Boiler..... | <input type="checkbox"/> \$155..... | | |

Add a Humidifier to any request for \$45 (no parts included)

2

Please pick the time of year you would like the maintenance service to be performed:
Heating Tune-Up: Cooling Tune-Up:

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
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3

Provide your filter information:

Filter Size (if available)	Brand (if available)

Only for 1" pleated filter. Any other type is not included and will be an additional cost.

4

Enter your payment information:

Total Amount: _____ Payment: Visa Mastercard Check/Check # _____
 Credit Card Number: _____ Expiration Date: _____ CSC code (last 3 digits): _____

5

Additional repairs:

Any additional repairs will be performed time and material and are subject to our normal residential rates per owner approval.

6

Our technicians will perform the preventative maintenance checks:

Gas Heat Check List:

- Inspect and clean blower assembly
- Check condensate line, pans, clean as needed
- Check gas piping, and check for gas leaks
- Check ignition system
- Check all safety controls
- Check and clean heating exchanger
- Inspect flue piping, clean as needed
- Replace air filter as needed
- Inspect all wiring and electrical controls

A/C & Heat Pump:

- Check condensing and evaporative coils
- Test starting capabilities
- Test and adjust blower components
- Test and check safety controls
- Clean or replace filters
- Clean condensate drain
- Inspect and test all electrical controls
- Check thermostat
- Check for proper air flow
- Measure temperature difference
- Check expansion valve
- Test in heat cycle

Oil Heat Checklist:

- Test and regulate burner controls
- Replace fuel oil filters
- Clean and regulate fuel pump
- Replace nozzle
- Check and adjust ignition system
- Clean and vacuum boiler or furnace as required
- Lubricate motor bearings
- Seal air leaks around boiler doors and flue
- Regulate oil burner for maximum efficiency
- Check fuel tank and line for leaks
- Check thermostat
- Inspect water auto feeder if necessary