HVAC Service Agreement

Business name _____

Business phone and email _____

Business mailing address _____

Customer name _____

Service location _____

Document date _____ Reference _____

Agreement dates _____ to _____

Agreed work and limits

Equipment model and serial _____

System and served area _____

Filter size and service history _____

Included visits and frequency _____

Excluded work and additional work approval _____

Price taxes and payment timing _____

Customer access and preparation _____

Rescheduling cancellation and termination _____

Licensing permits insurance and local requirements _____

Work documentation and follow up _____

Both parties should review the completed scope and local rules.

Provider signature _____ Date _____

Customer signature _____ Date _____

Template only, not legal advice - check your state's rules.