



# Maintenance Renewal

24 HOUR, LTD.

8911 Directors Row, Dallas, TX 75247  
(214) 630-3000 \* Fax (214) 638-8378  
Texas License # TACLA000987C  
[www.24hourltd.com](http://www.24hourltd.com)

Job# M-1506

## SALES ORDER

RECEIVED

Date: 9/1/2021

Sold To: North Texas HIDTA  
8404 Esters Blvd., #100  
Irving, TX 75063

SEP 21 2021

Salesman: Doug Gradick

Begin: Nov. 2021

End: Oct. 2022

Attention: Ms. Chris Lunger

NAVARRO COUNTY  
AUDITOR'S OFFICE

FOB: Jobsite

Ship To: Same

VIA: Seller

PO# Signed

Telephone#: (972) 915-9501 / Fax (972) 915-9503

Terms: Net

### Description

24 Hour, Ltd. will automatically send a technician four (4) times per year to do the following preventative maintenance work on 11 units and 1 Liebert:

1. Provide and change air filters. (November, February, May & August)
2. Provide and change fan belts. (Once per year)
3. Check and adjust all belts and pulleys. (Four times per year)
4. Oil and grease motors. (Once per year)
5. Check refrigerant levels. (Three times per year)
6. Inspect drain pans and blow out p-traps. (Three times per year)
7. Check amperages and voltage. (Four times per year)
8. Inspect heating system in fall or winter. (Once per year)
9. Clean condenser coils with pressure washer. (Once per year)
10. Perform complete visual inspection of equipment. (Four times per year)
11. Provide customer with comprehensive service reports.

Total investment for the above will be \$1,080.00 (including tax) per visit, based on the acceptance within 30 days from the proposal date above. The above does not include parts and labor for any additional service work. This quote will be guaranteed for at least one year from the first visit.

NOTE: Try to send same technician.

Note: 30 Day cancellation by either party.

Permits:  Yes  
 No

Tax Exempt

Yes  
 No

# 75-6001092

Ok to invoice-

Signature

*[Handwritten Signature]*

9-27-21

REPRESENTATIVE/DATE



**24 HOUR, LTD.**

Air Conditioning • Refrigeration • Heating • Engineering • Fabrication • Maintenance

Maintenance #: M-1506

**RE: AIR-CONDITIONING/HEATING PREVENTATIVE MAINTENANCE RENEWAL**

It's that time again! I hope our service regarding your H.V.A.C. Preventative Maintenance has been good. If there are areas that we need to improve, please let us know. There is a comment section on the bottom of this page.

**If you wish your maintenance visits to continue, please sign the bottom of the agreement and fax back to (214) 638-8378. It's that simple!**

The short survey is appreciated. If there are changes regarding your business hours, personnel, etc., please let us know by using the space at the bottom of this page. If you have any questions or concerns, you can reach me, **Doug Gradick** (President of the GP), at (214) 630-3000. Thank you for your business.

Please circle the number that best answers the question, 10 being the best.

- Phone response when calling 1 2 3 4 5 6 7 8 9 10
- Dispatcher's efficiency 1 2 3 4 5 6 7 8 9 10
- Service response time 1 2 3 4 5 6 7 8 9 10
- Technician's expertise 1 2 3 4 5 6 7 8 9 10
- Overall courtesy 1 2 3 4 5 6 7 8 9 10

Our technicians should check in with Chris Lunge before beginning service.  
 Our technicians should enter through the front door.  
 Our business hours are from 7:30 to 4:00. Saturday we are Closed\Open.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**NOTE: 24 Hour, Ltd.** must receive your signed renewal no later than the 15<sup>th</sup> of the preceding month your maintenance is due. All renewals received after this date will automatically change the maintenance schedule to begin the following month.

**Regulated by the Texas Department of Licensing and Regulations, P. O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-463-6599.**

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