



POLAR BREEZE LLC

HVAC Service Call, Equipment Tune-Up & Diagnostic
For Existing Residential Systems

Utah County, Utah · Optimizing Comfort · Elevating Happiness

This section completed by Polar Breeze LLC

Client:	_____
Phone:	_____
Project Address:	_____
Square Footage:	_____
Number of Systems:	_____
Date:	_____

Professional Stamp Area



SERVICE & PRICING

Base Service Fee

Service	Description	Fee
Base Service Call	Equipment tune-up, diagnostics, and adjustments for first system	\$275+ (includes first trip + up to 2.5 hours onsite)
Each Additional System	Full diagnostics on additional HVAC system	+\$200/system
Equipment Stage A: Single-Stage	Base service pricing	Included in base
Equipment Stage B: Two-Stage	Additional diagnostics for two-stage operation	+\$324/system
Equipment Stage C: Modulating/Variable-Speed	Additional diagnostics for variable-speed operation	+\$444/system
Static Pressure Check	Choose ONE: Blower side OR Duct side	Included in base
Both Static Pressure Checks	Blower side AND Duct side	+\$200
Unknown/Mixed Equipment	Assessment priced after initial inspection	Call for quote

Optional Add-Ons

Add-On Service	Fee
Airflow Testing (flow hood CFM at all registers)	+\$275+ (only recommended if corrections will be made)
Blower Assembly Pull & Clean	+\$225
Burner Compartment Cleaning	+\$175
Chemical Condenser Coil Cleaning	+\$375
Evaporative Coil Pull & Clean (not including refrigerant)	+\$700–\$900
Refrigerant Charge Adjustment (per pound, by type)	Market price per lb
R-22 Full Recovery & Replacement (mandatory if R-22)	Quoted per system
Homeowner Questionnaire + Gameplan Development	+\$150
4-Point Static Curve	+\$200

Totals

TOTAL SERVICE ESTIMATE:	\$ _____
DEPOSIT (50%):	\$ _____
BALANCE (50%):	\$ _____



STANDARD SERVICE — WHAT WE DO ON EVERY CALL

Every Polar Breeze service call includes a comprehensive equipment tune-up, cleaning, and diagnostic evaluation. The following items are performed as part of the base service:

- ✓ Gas pressure adjustment for Utah elevation (4,500 ft avg altitude correction)
- ✓ Airflow adjustment by blower speed(s) — single speed, multi-speed, or variable as applicable
- ✓ Static pressure check (one location: blower side or duct side — client chooses)
- ✓ Filter inspection and upgrade recommendations (most Utah homes have extremely poor filtration)
- ✓ Evaporative coil cleaning (in-place standard; pull & clean available as add-on)
- ✓ Blower housing, motor, wheel, and blower compartment cleaning
- ✓ If 90%+ efficiency furnace: condensing coil cleaning while blower assembly is removed
- ✓ Burner compartment cleaning
- ✓ Flame rectification and flame sensor cleaning
- ✓ Condenser coil wash with water (chemical clean and fire chemical options available as add-ons)
- ✓ Refrigerant charge verification (weather dependent — see limitations below)
- ✓ TXV adjustment if applicable
- ✓ Charge adjustment by weight (additional cost for refrigerant per pound depending on type)
- ✓ Amp draw checks: blower motor, compressor, inducer motor, condenser fan motor
- ✓ Capacitor testing on all motors
- ✓ Hard start kit inspection and recommendation
- ✓ Comprehensive recommendations: bring equipment to like-new condition, component replacement options, evap coil replacement for extended life, or full system replacement if warranted

Note: This is a hands-on service call. Polar Breeze shows up, dials in the equipment, cleans everything, checks electrical, and makes recommendations. Duct/airflow testing is an optional add-on — only recommended if corrections will actually be made.



WEATHER LIMITATIONS & SEASONAL CONSIDERATIONS

Cooling / AC Diagnostics

- **Air-to-air systems** (standard AC, air-source heat pumps): Require outdoor ambient temperature of 70°F or above to accurately verify refrigerant charge and system performance.
- **Modulating equipment or systems with head pressure control:** Can be checked in cooler weather.
- **Water-source / geothermal heat pumps:** Not weather dependent for charge verification.
- **If outdoor temperatures are below 70°F at time of service,** cooling diagnostics will be scheduled for a return visit at no additional trip charge (within 60 days).

Heating Diagnostics

- **Gas furnace heating** can be checked any time of year — the only limitation is how warm the indoor space may get during testing.
- **Heat pump heating mode** has some seasonal limitations depending on outdoor temperature and defrost cycle behavior.
- **Electric heat:** No weather limitations.

Refrigerant Handling

- **R-22 systems:** If system is currently charged with R-22, refrigerant **MUST** be recovered and 100% replaced with an approved alternative. R-407C is a common replacement option. Full recovery and recharge is quoted per system.
- **R-410A, R-454B, R-32:** Standard refrigerant types. Charge adjustment priced per pound at current market rates.
- **All refrigerant handling** performed per EPA Section 608 requirements.

Important: Refrigerant pricing fluctuates with market conditions. Charges for refrigerant additions or replacements will be quoted at the time of service based on current market rates and refrigerant type.



FILTRATION, CLEANING & EQUIPMENT ASSESSMENT

Filtration (This Is a Big Deal in Utah)

Most homes in Utah have extremely poor filtration — undersized filter racks, wrong MERV ratings, or no filter at all in some returns. Poor filtration leads to dirty evaporator coils, restricted airflow, higher energy bills, and premature equipment failure. We assess and recommend filtration upgrades on every service call.

Recommendations may include:

- Filter rack modification or replacement for proper sizing
- MERV rating upgrade (balancing filtration with airflow restriction)
- Ductwork modification to accommodate better filtration
- Filter change schedule and type recommendation

Equipment Cleaning Detail

Cleaning performed during service:

- **Evaporative (indoor) coil:** In-place cleaning standard, pull & deep clean available
- **Blower assembly:** Motor, wheel, housing, and compartment
- **Condensing coil (90%+ furnaces):** Cleaned while blower is removed for access
- **Burner compartment:** Cleaned, flame sensor cleaned, flame rectification verified
- **Outdoor condenser coil:** Water wash standard. Chemical cleaning or fire chemical + water deep clean for severely dirty units.

Equipment Assessment & Recommendations

After diagnostics, Polar Breeze provides an honest assessment:

- Components that can be repaired or replaced to extend system life
- Whether an evap coil replacement alone could give years more equipment life
- Whether individual components (capacitors, contactors, hard starts) need replacement
- Whether the system warrants full replacement vs. targeted improvements
- Budget-conscious options — we work within your budget



YOUR CUSTOM GAMEPLAN

Based on our diagnostic findings and your priorities, we develop a custom gameplan. This can be executed by Polar Breeze LLC or by your preferred installer.

Gameplan Includes

- Detailed findings report with photos
- Prioritized recommendations (immediate, soon, future)
- Specific pricing for each recommended improvement
- Register and ductwork recommendations (if airflow testing was performed)
- Equipment upgrade recommendations if applicable
- Performance expectations after improvements

Limited Service Warranty

- Polar Breeze warrants the quality of service work performed during this visit for **thirty (30) days**.
- This warranty covers workmanship of adjustments, cleaning, and calibrations performed.
- This warranty does **NOT** cover: pre-existing equipment defects, equipment failures unrelated to service performed, or issues arising from system age, wear, or prior installation quality.
- Extended performance warranties are available through the Duct Performance Audit or Comprehensive Service Agreement programs.

Process

1. Sign agreement + 50% deposit → Schedule service
2. Service performed → All diagnostics, cleaning, and adjustments completed
3. Receive findings report with photos and recommendations
4. Approve gameplan → Additional work quoted separately
5. Follow-up work (if any) → By Polar Breeze or approved installer



PAYMENT TERMS, AGREEMENT & SIGNATURES

Payment Terms

- 50% deposit due upon signing this agreement
- 50% balance due upon completion of service
- Additional repair work or parts quoted and billed separately
- Refrigerant charges billed at market rate per pound

Agreement

This agreement authorizes Polar Breeze LLC to perform the HVAC service call, equipment tune-up, and diagnostic services described above. This is a service and diagnostic visit — not a design project. Extended performance warranties are available through separate Polar Breeze LLC programs. Custom improvement recommendations will be provided after service completion based on findings and homeowner goals.

Polar Breeze LLC

Signature: _____

Date: _____

Name: _____

Client

Signature: _____

Date: _____

Printed Name: _____

Contract Modification

This Agreement may be modified or updated by Polar Breeze LLC at any time. Client will be notified via email of any changes.



HOMEOWNER QUESTIONNAIRE

This questionnaire helps Polar Breeze understand your home, your comfort goals, and any known issues. Please complete as thoroughly as possible before your service appointment. If the Homeowner Questionnaire + Gameplan Development add-on was selected, this information will be used to develop your custom improvement gameplan.

Design Temperatures

Desired Heating Temp: _____ °F

Desired Cooling Temp: _____ °F

Think about the worst day of the season — worst case scenario. Fourth of July with everyone over, Christmas and Thanksgiving with all the cooks and guests.

Current Equipment & Performance

- Equipment Mix/Match brands: Yes / No / Unknown
- Equipment Unknown
- Currently achieves desired temperatures: Yes / No

Known Problems / Concerns

Please describe any known issues, hot/cold spots, noise concerns, or other problems with your current system:

Home Layout

Number of Floors: _____

Master Bedroom Location: _____ floor

Bedroom Locations: _____

Ceiling Heights: _____

Indoor Air Quality & Health



■ IAQ concerns: Yes / No | Knowledgeable about IAQ: Yes / No

■ Humidifier: Have one / Want one / No interest

Health Concerns (allergies, asthma, etc.): _____

Home Features

■ Wood floors: Yes / No

■ Ceiling fans: Yes / No | Locations: _____

Ductwork Modifications — Acceptability

Note: Ideal locations for add-on equipment, etc.

■ Fur-downs acceptable: Yes / No | Where: _____

■ Exposed ductwork acceptable: Yes / No

■ Spiral ductwork acceptable: Yes / No

Alternative Systems

Mini-Splits

■ Knowledgeable / Open to mini-splits / Concerns: _____

VRF Systems (Variable Refrigerant Flow — Advanced)

■ Knowledgeable / Open to VRF / Concerns: _____

Preferences & Timeline

Favorite Equipment Brands: _____

Budget Range: \$_____ to \$_____

Timeline / Time Frame: _____

Priority Rooms (hot/cold spots): _____