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AutomaticDoorDoctors.com

## MAINTENANCE AGREEMENT FOR MANUAL DOORS

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**Customer:**

**Location:**

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### MAINTENANCE PROGRAM

1. Inspect and adjust all weather-stripping as needed
2. Ensure the threshold is properly secured
3. Inspect door closer and adjust closing speed as appropriate
4. Inspect glass and glass stop
5. Lubricate all points of friction
6. Inspect and adjust pivots (if possible)
7. Ensure positive latch and lubricate locking mechanism
8. Inspect for worn parts
9. Inspect door and aluminum frame

Note: We will provide an estimate for parts and labor to repair any problems found that cannot be resolved via adjustments detailed above. Biannual inspections enable your door components to last longer and help to ensure that your business is safe and secure.

Exclusions: Drywall, paint carpet and tile repairs

Inclusions: Caulking (as needed)

**Additional Terms:**

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<b>Number of doors:</b>	<b>Times per year</b>	<b>Rate per door:</b>	<b>Your Cost:</b>
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<b>Accepted by:</b>	<b>Date:</b>
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We are available to answer your questions. We want to earn your business:

Ruth Ash (303) 408-2702  
Office Manager

Mike Sajdak (720) 589-3759  
Operations Manager

Warranty: We offer a 1-year warranty on all parts against manufacturing defects and workmanship is covered for 90 days. Certain manufacturers offer extended warranties that are passed onto the customer.

# MAINTENANCE RECORD

Date	Quantity	Cost	Signature

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