

# Maintenance Contract Form Template

Service Provider: \_\_\_\_\_

Client Information:

- Name: \_\_\_\_\_
- Contact Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_
- Address: \_\_\_\_\_

Work to be Performed:

Brief description of maintenance services:

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Schedule and Frequency:

( ) Weekly ( ) Monthly ( ) Quarterly ( ) Annually

Task Description	Assigned Technician	Date Completed	Verified (Yes/No)
HVAC System Repair			
Pest Control			
Plumbing Inspection			
Roof Cleaning			

Client Approval:

- **Service Accepted** ( ) Yes ( ) No
- **Client Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_