

**APPLIANCE REPLACEMENT FORM
TERMS AGREEMENT**

Agency Name: _____

Client Name: _____

Address: _____

Job #: _____

I understand that once the checked appliance below is delivered and installed, all inquiries and questions should be referred to _____ at () _____.

I acknowledge that I have received all the information regarding the manual and warranty documentation.

Refrigerator

Education Information

- ✓ *PRE-Cool Hot Foods*
- ✓ *Limit Door Opening*
- ✓ *Cover Foods and Liquids to Lower Humidity*
- ✓ *Keep Gaskets and Coils Clean*
- ✓ *Allow Circulation Around Unit*
- ✓ *Keep Manufacturer's Warranty and Refrigerator Instruction Manual in a safe place.*
- ✓ *Temperature Control Settings:*
 - *Fresh Food: 36-40 degrees*
 - *Freezer: 5-15 degrees*

Make: _____ Model: _____

Room Air Conditioner
Education Information

- ✓ *The agency is not responsible for seasonally removing or installing said appliance.*

- ✓ *Keep Room Air Conditioner grille and case clean (disconnect from wall outlet before cleaning and do not use bleach or abrasives)*
- ✓ *Check and clean air filter at least every 30 days or when unit indicates with a light. Use soapy water, rinse and let filter dry before re-installing.*
- ✓ *Check outdoor side coils of the air conditioner. If they are clogged with dirt or soot, they may be professionally cleaned.*

Make: _____ Model: _____

Make: _____ Model: _____

Make: _____ Model: _____

Gas/Electric Ranges
Education Information

- ✓ *If you smell gas immediately contact your gas supplier or fire department.*
- ✓ *Keep flammable materials away from the oven.*
- ✓ *Do not let cooking grease or other flammable materials accumulate in or near range.*
- ✓ *Use ventilation hood or open window when cooking.*
- ✓ *To operate self-cleaning feature, follow manual instructions and ventilate area.*

Make: _____ Model: _____

Agency Representative

Date

Recipient

Date