



Little Sparkie Electric

PO Box 329
Mount Airy, MD 21771
Phone: 301-606-5181
Fax: 301-829-9983
Email: info@littlesparkie.com
Web: www.littlesparkie.com

GENERATOR SERVICE AGREEMENT

OWNER INFORMATION (Please fill in missing information)

NAME _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____

SITE ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE: HOME _____ CELL _____ WORK _____

EMAIL _____

ACCT # _____

GENERATOR INFORMATION

PURCHASE DATE _____ START-UP DATE _____

TYPE: STANDBY _____ PORTABLE _____

GENERATOR & TRANSFER SWITCH INFORMATION

GENERATOR TRANSFER SWITCH

Model Number _____ Model Number _____

Serial Number _____ Serial Number _____

SCHEDULE OF SERVICES

1. Complete operational test of the equipment.
2. Start-up inspection. (Applies to new installations only)
3. Semi-annual (October and April) inspection of:
 - Fuel lines for wear, cracks and leaks
 - Exhaust system for safety and leaks
 - Oil level and condition
 - Air shrouds
 - Cooling fans
 - Electrical wiring for fraying and bad connections
 - Fuel filter and air filter (replace if necessary)
 - Spark plugs (replace if necessary)
 - Radiator, coolant levels and leaks
 - Battery charging system
 - Control box wiring, voltage and frequency settings
 - Transfer switch for proper settings and operation
4. Annual replacement of oil and oil filter.

ACCEPTANCE

Upon acceptance, please sign and return this Agreement accompanied by payment to Little Sparkie Electric LLC, PO Box 329, Mt. Airy, MD 21771.

ACCEPTED this _____ day of _____, 20__ by

CUSTOMER

Customer's Signature _____

COMPANY

Company Representative _____

TERMS OF AGREEMENT

This SERVICE AGREEMENT between _____ (Owner) located _____ and LITTLE SPARKIE ELECTRIC LLC (Contractor) is on the equipment as described above only.

The premium is \$350 per year for air-cooled units and portables, and \$400 for liquid-cooled units. This agreement is effective October 1 through September 30 with semi-annual inspections.

This agreement will automatically renew on its anniversary date, unless either party shall notify the other in writing at least thirty (30) days prior to the anniversary date.

Owners will receive a Generator Inspection Report (see attached) after each semi-annual inspection.

If and when price adjustments would be necessary, Little Sparkie Electric will provide written notice at least 30 days in advance of the effective date. No claim for damages due to termination under the above stated information shall arise against either party.

Please be aware that this is a maintenance agreement and does not cover batteries or repairs. No other work will be performed without permission. Express customer consent will be required for additional work out of the scope of this contract, and will be performed at \$130.00 per hour plus travel time.

Normal business hours for Little Sparkie Electric are 7:00 AM to 4:00 PM. Monday through Friday.

24-hour emergency service is available by calling 301-606-5181. Rate for emergency service is double normal hourly rate as stated above.

GENERATOR MAINTENANCE INSPECTION REPORT

CUSTOMER: _____

ADDRESS: _____

SERVICE AGREEMENT DATE:

Initial start-up date: _____ Last Service: _____ Last Oil Change: _____

DATA PLATE INFORMATION:

Generator Model Number: _____ Serial Number: _____

Generator kW _____ Air Cooled _____ Water Cooled _____ Fuel Type _____

Semi-annual	Annual	Check Points	Semi-annual	Annual	Check Points
		Disable unit & visually inspect for leaks, damage, etc.			Initiate automatic start & load transfer
		Check engine oil			Exercise unit under load
		Check engine coolant			Change engine oil
		Check thermal protection level			Replace engine oil filter
		Check gas delivery pressure			Replace spark plugs
		Check air inlets & outlets for debris			Replace all applicable engine filters
		Check battery for proper charge			Return unit to standby
		Check battery & charger connections			
		Check unit wiring for loose connections & corrosion			
		Run-test engine with no load			
		Test transfer switch operation			

Technician's signature _____ Date _____

Customer's signature _____ Date _____