



2525 Tollgate Road, Quakertown, PA 18951 • 215-536-4400
Email: info@precisionsolutionsinc.com • Fax: 215-536-4096

2/1/2011

John Doe
ABC Company
123 Street Road
Anywhere, PA 18960

Dear John:

I am please to submit the following preventive maintenance contract for your review.
Following is a single contract for the preventive maintenance on (8) eight scales at your Anywhere location listed.

The price listed on the contract is quoted per inspection and is inclusive of our vehicle equipment charge, roundtrip travel time, in-plant labor and any required documentation. The proposed contract is quoted at our Platinum level of service which will give you individual certificates of calibration for each scale checked. Please take a moment to evaluate the selected level of service to make sure it best suits your company needs.

It is very important to us that we provide you with the best possible service, quality and overall satisfaction. We are ISO/IEC 17025 accredited as a calibration lab to better ensure a consistent quality to our service.

If the attached contract meets with your approval, please sign where requested and fax a copy back to me for our records.

If you feel there is anything we could do to improve the services we provide, I would be happy to discuss that with you at any time. Thank you for the opportunity of working in your facility. We are looking forward to keeping your equipment in accurate operating condition for the coming year.

Sincerely,

A handwritten signature in cursive script that reads "Daniel R. Baldwin".

Daniel R. Baldwin
Service Manager
Precision Solutions Inc.
2525 Tollgate Road
Quakertown, PA 18951
Phone: 215-536-4400
Fax: 215-536-4096
Toll Free: 1-800-723-9523
www.precisionsolutionsinc.com
dan_Baldwin@precisionsolutionsinc.com



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Preventive Maintenance Agreement

Customer: ABC Company **Phone:** 215-536-4400

Address: 123 Street Road

City: Anywhere, **State:** PA **Zip:** 18960

Precision Solutions, Inc. (hereinafter referred to as Precision) agrees to render preventive maintenance and calibration to the scales or balances listed herein, **2x** per year during the months of: (please circle appropriate months)

JAN FEB MAR APR MAY JUNE JULY AUG SEPT OCT NOV DEC

at the FLAT RATE of **\$xxx.xx** per inspection.

This rate includes appropriate vehicle equipment charge, travel time, labor and required documentation.

In this agreement Precision will be responsible for the following:

- Ensure that all scale system mechanics and/or electronics are in proper working condition.
- Check and/or adjust scale calibration according to the tolerance limits referenced in the N.I.S.T. Handbook 44 or according to existing calibration guidelines, as specified and as accepted by the customer.
- Note any problems or discrepancies in scale operation or condition on service reports or performance reports.

	Service Level	Description of Service
<input checked="" type="checkbox"/>	Platinum	Service with all of the benefits of ISO/IEC 17025 accreditation that meets ISO 9000, QS 9000, and other quality systems by including: <ul style="list-style-type: none"> • Standard service report describing the work performed. • Individual performance report for each device filled out onsite. • Creation, electronic storage, maintenance and issuance of Certificate of Calibration (one cert./one unit). • NIST traceability and notification if mass standards used were found to be out of tolerance. • Work performed by Certified Weighing Technician only.
<input type="checkbox"/>	Gold	<ul style="list-style-type: none"> • Standard service report describing the work performed. • Individual performance report for each device filled out onsite (optional). • Creation, electronic storage, maintenance and issuance of Certificate of Inspection (one cert./multiple units). • NIST traceability of mass standards used during calibration.
<input type="checkbox"/>	Silver	<ul style="list-style-type: none"> • Standard service report describing the work performed. • Individual performance report for each device filled out onsite (optional).

This agreement does not cover "call in" or "breakdown" service; however, Precision agrees to render such service, at the current PREFERRED/CONTRACT HOURLY RATE FOR THE SPECIFIED LEVEL plus travel time, appropriate vehicle equipment charge and the cost of necessary parts. Time and one half or double time for after hours work will be charged as appropriate.

This agreement is made with the understanding that the equipment is in good operating condition on the date of acceptance and that service will be rendered during Precision's regularly scheduled working hours.

Should it become necessary to adjust the charge for this contract, Precision agrees to notify the Customer, in writing, at least 30 days prior to the effective date of the new charge, unless otherwise agreed upon by both parties. The charges for this contract specifically refer to the checking or the maintenance of the equipment noted or attached to this contract. Additional equipment can be checked on a time and material basis as arranged and agreed upon by both parties. This agreement shall become effective when accepted and signed by the Customer, and shall remain in force until cancelled by either party giving at least 30 days written notice.

8 Scales

Customer Signature

Please Print Name & Title

Date

Dan Baldwin, Service Manager

Please Print Name & Title

11/24/2004
Date