



Vinyl In-Ground Pool Closing Service Agreement

Dear Customer,

Thank you for choosing St. Cyr Pool and Spa for your Pool Service needs. We value your business and strive to deliver an outstanding customer experience. Please review the policy information specific to your job below. If you have any questions, kindly contact our office at 978-774-7005. Please do not reply to this email.

Service Details:

Our team will efficiently prepare your pool for the upcoming winter season by performing the following tasks:

- Remove and store all eyeball return fittings, skimmer baskets, etc.
- Remove and store ladders and handrails
- Clear and plug plumbing lines
- Add Anti-freeze to plumbing lines to protect from damage
- Remove, clean, and reinstall filter cartridges
- Disconnect and drain equipment. (Store equipment if needed)
- Add preventative water treatment chemicals Algaecide, and Shock
- Add safety cover to pool

Communication Process:

After booking, we will send a confirmation text and email. A reminder text will be sent the day prior to the service, followed by a dispatch text when our technician is en route to your location.

Appointment Window:

We have scheduled your service within a 4-hour window. In most cases, your presence is not required. If necessary, we will notify you in advance.

Payment Procedure:

A credit card on file is required when booking a service. Upon service completion, you'll receive an email invoice within 24 hours containing a link for online payment. If you prefer paying by check, you must be present during the repair to pay the technician on site. If no online payment is received within 1 business day of the invoice delivery, the card on file will be charged. For billing-related inquiries, please contact Ruth Ann at 978-774-7005.

Service Considerations:

Please note the following considerations for your Pool Opening service:

Services Not Included: Please note that our pool closing service does not include pool cleaning, replacement of faulty pool equipment, water testing. These services may require separate bookings or specialized technicians; kindly contact our office for further assistance or scheduling.

Electricity: This service requires access to an outdoor outlet and equipment power disconnect. Please note that technicians will not enter homes or basements. If a utility or disconnect is within the home, we ask that someone be present.

Access Requirements: Ensure our technician has unobstructed access to the pool or spa area to carry out the service.

Service Delays: During service weeks that include holidays, inclement weather, or any other delays, the schedule will be adjusted to provide service as soon as possible. No credit will be provided for service disruptions due to low water levels, animal issues, access issues, or any other factors beyond our control. The customer is required to notify us of appointment cancellation at least 24 hours in advance. If a return visit is required due to any of the aforementioned issues or late cancellation, a \$99.00 dispatch fee will apply.

We appreciate your understanding and cooperation. Our team is dedicated to providing you with exceptional service. If you have any questions or concerns, please don't hesitate to call our office at 978-774-7005.