



# Nationwide Leaders in HVAC Recycling

## Request for Pick-up

**For Full Truckload projects:** The awarded HVAC installing contractor is responsible for the removal and replacement of all rooftop equipment illustrated on the project documents and coordinating the pick-up of the existing equipment with AES Recycle. Coordination of the pick-up includes providing AES Recycle with every equipment model number to be picked-up 2 weeks prior to the pick-up date. The existing rooftop equipment shall be loaded at the job site onto the AES trailers within two hours of the scheduled pick-up time. The awarded installing contractor is responsible for all labor and equipment required to load the equipment onto the AES trailers. Loading time for trailers/flatbeds must not exceed four (4) hours. Contractor will be responsible for charges if loading times exceed four (4) hours or if number of trailers exceeds the estimate.

**For ALL projects:** awarded contractor to ensure all units have all loose accessories removed and/or secured, such as economizers, access doors, and outdoor air hoods.

AES Industries, Inc. shall comply to and follow EPA Clean Air Act, Title VI, Section 608 and Code of Federal Regulation Title 40, Part 82 when removing air conditioning or refrigerated equipment units. AES shall document all removed rooftop equipment units recording their identification numbers, model and serial numbers, the amount of refrigerant recovered from each unit, the date of decommissioning, including the company name and signature of an on-site supervisor. The awarded installing contractor shall continue to provide for all other documentation for new rooftop equipment units installed in accordance with the specifications and required project close-out documents.

**Customer Name:** \_\_\_\_\_ **Store #:** \_\_\_\_\_ **Store City, State:** \_\_\_\_\_

**Pick-Up Address:** \_\_\_\_\_ **Requested Pick-Up Date & Time:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_ **Time:** \_\_\_\_\_ am / pm

**Contact Name:** \_\_\_\_\_ **Contact Branch #** \_\_\_\_\_

**Contact Phone:** (\_\_\_\_) \_\_\_\_\_

**Contact Email:** \_\_\_\_\_

Pickup dates must be changed prior to 48 hours of scheduled date. Installing contractor will be responsible for any costs associated with incorrect pickup dates.

**This form completed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Refer all inquiries to: AES Industries, Inc. Tallassee, AL**

**Shipping Coordination    Cliff Jones    (334) 799-6333 or (334) 283-5058    [cjones@aescurb.com](mailto:cjones@aescurb.com)**

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