

Submit

Service Order

Manufacturer: _____ **Store/contact person:** _____
 Date/time received: _____ Scheduled appt date/time: _____
 Part received date: _____ Correct Part: Yes / No _____ Tech initials _____

Customer Name: _____

Address: _____

Home phone: _____ **Work:** _____ **Cell:** _____

Item repaired: _____

Sn# _____ **Style#** _____ **Ack#** _____
Pattern/color _____ **Photos requested: Yes / No** _____

Complete _____ PO _____ Inspection _____ If return needed, time to complete: _____

Bill to: _____ **Date of Purchase:** _____

Service Complaint: _____

Work Performed: _____

Service Tech: _____ Charge for service \$ _____

Comments: _____

Work Performed Satisfactorily complete Customer Signature/date: _____

Date/Time:	Action Taken: