



## ONSITE SERVICE REQUEST FORM

**CUSTOMER DETAILS**

COMPANY NAME:		ABN:	
STREET ADDRESS:		SUBURB:	
		STATE:	
		POST CODE:	
SITE CONTACT:		TELEPHONE:	
POSITION:		MOBILE:	
EMAIL ADDRESS:		FACSIMILE:	

**BILLING DETAILS (IF DIFFERENT FROM ABOVE)**

PURCHASE ORDER NO:		SUBURB:	
ADDRESS:		STATE:	
CONTACT:		TELEPHONE:	

**SERVICE TYPE (PLEASE CIRCLE APPROPRIATE SERVICE TYPE)**

PRINTER	NOTEBOOK	PC	SERVER	OTHER
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**WARRANTY DETIALS**

NO	YES (who with)
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**EQUIPMENT DETAILS**

EQUIPMENT BRAND:		MODEL NO:	
SERIAL NO:			

**FAULT DETAILS**


**SUPPORT EQUIPMENT:**

**CONDITION OF MACHINE:**

POOR                       FAIR                       GOOD

Damage to machine \_\_\_\_\_

- I/we are happy to pay the minimum **\$74.25inc (for onsite repairs)**, for providing a quotation; and/or all costs incurred in repairing my equipment (labour & travel), regardless of its acceptance or rejection by me/us.

[Please type your name & Company Name below for accpetence of terms]

Customer Acceptance \_\_\_\_\_ Date \_\_\_\_\_

Company Acceptance \_\_\_\_\_

**Always Committed to Excellence.....**