DSQUARE ELECTRONICS®

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SERVICE & MAINTENANCE WORK ORDER

Order No. _____ GST No. : 24BXDPS8888K1ZJ

CLIENT NAME : FIRST NAME MIDDLE NAME LAST NAME

CONTACT NO. : EMAIL ID :

ADDRESS :

ORDERED RECEIVED BY :

PRIORITY LEVEL : ORDER DATE & TIME :

DATE PROMISED : DATE RECEIVED :

REQUEST OVERVIEW

MODEL & MFG. DATE : IP & SERIAL NO.

WORK DESCRIPTION :

ADDITIONAL COMMENTS :

SERVICE AND LABOR DESCRIPTION	HOURS	RATE	AMOUNT
LABOR TOTAL :			

PARTS AND MATERIALS DESCRIPTION	QUANTITY	PRICE (PER UNIT)	AMOUNT
MATERIAL TOTAL :			

APPROVING PARTY NAME AND TITLE :

APPROVING PARTY SIGNATURE :

DATE OF APPROVAL :

SUBTOTAL :
GST RATE % :
TOTAL GST :
OTHERS :
TOTAL :

FEEDBACK (✓) : ★★★★★ ★★★★ ★★★ ★★ ★