

FIELD SERVICE REPORT

Advanced Poly Bags

Date:	SO#	PO#
Company:		Contact:
Address:		Tel:
City / State / Zip:		Fax:
Reported problem: (list all problems reported by customer)		
Billing info. (circle rate)	Contract	NonContract
Travel Rate (per hr)	\$75.00	\$125.00
Miles (per mile)	\$0.45	\$0.55
Airfare (rates vary)		
On Site Rate (per hr)	\$115.00	\$165.00
Lodging (rates vary, per day)		
Rental Car (rates vary, per day)		
Food. Rate (per day)	\$45.00	\$55.00
Misc Expenses: (list all other expenses; ie: tolls)		
Total:		
General Work Performed: (Equipment model #s, parts & detailed work performed listed on back of form)		
<div style="border: 1px solid black; padding: 5px;"> Approval: Service / work performed is accepted. Equipment is operating as required. Training (if applicable) has been performed as required. Accepted by: </div>		
Service Technicians Comments & Recommendations:		
<div style="border: 1px solid black; padding: 5px;"> Service Technician (Name / Signature) </div>		
<div style="border: 1px solid black; padding: 5px;"> Approval of service: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> NOTE: This is not an Invoice; service totals will be calculated upon return to APP. Approval indicates acceptance of work performed. If further work or additional service calls are required, a separate report will be provided. </div> </div>		
Customer signature:		
Printed name / title:	Date:	

