



Service Call "Request Form"

All fields must be filled out in order to process

**HIGHLIGHTED
must be
completed**

Date

Salesperson

Quote #
Approx. Delivery Date
Colour
W/O #

OFFICE USE ONLY	
Warranty	<input type="text"/>
Chargeable	<input type="text"/>
CODE	<input type="text"/>

Customer Information

Name
Address
Contact
Phone #
Cell #
Email
Fax #

Homeowner\Site Information

Name
Address
Contact
Phone #
Cell #
Email
Fax:

Site open OR **Occupied**

Service work required:

PVC WINDOWS	HURD WINDOWS/DOORS
DOORS (INSTALLED BY: WESTECK / OTHER)	EURO

SIZE/HANDING	ROOM/FLOOR	Problem with product

Customer acknowledges that above listed work is all that will be authorized for full completion of all service work.

*Note: Service technician is not permitted to complete any additional work not listed.

Customer Signature:

SITE SPECIFICS REGARDING TO BE COMPLETED WORK:

Vaulted Area	SPECIAL INSTRUCTIONS:
Second Floor	
Off Deck	
Higher than 2nd Floor	
Other Detail - IE.) Cliffside, Rocky outcrops, obstructions, juttred roofing Ect:	