

SCOPE OF WORK

HVAC

CLS P.O. #

NOT TO EXCEED \$

WORK DONE PER SCOPE

ADDITIONAL WORK
PERFORMED THIS TRIP

TIME _____ HRS

CALL FROM SITE UPON COMPLETION 800.548.3542 OR FOR APPROVAL ABOVE YOUR NTE. CLS APPROVAL IS REQUIRED FOR PAYMENT.

QTY	CONTRACTOR-MATERIALS USED	QTY	CLS-MATERIALS USED	QTY	CUSTOMER MATERIALS USED

REPLACED PART(S) UNDER WARRANTY? ☐ YES ☐ NO

PLEASE FILL IN INFORMATION FOR EACH UNIT WORKED ON.

MFG.	MOD.	SER.	FILTERS

TECHNICIAN

- ☐ JOURNEYMAN
☐ APPRENTICE
☐ HELPER

EQUIPMENT

- ☐ ROOFTOP
☐ CENTRAL
☐ WATER COOLED
☐ AIR COOLED

DESCRIPTION

- ☐ COOLING
☐ HEATING
☐ GAS
☐ ELECTRIC

TYPE OF CALL

- ☐ CONTRACT ☐ PLUMBING
☐ T & M ☐ REFRIGERATION
☐ EMERGENCY ☐ GENERAL REPAIR

SERVICEMAN'S NAME

HELPER'S NAME

TRAVEL TIME

TIME IN

TIME OUT

TOTAL HOURS

BEFORE LEAVING LOCATION, CALL CLS TO REPORT:

- ☐ JOB COMPLETE
☐ JOB NOT COMPLETE
☐ ADDITIONAL WORK NEEDED _____

OUR TELEPHONE NUMBER
800.548.3542

STORE STAMP

PLEASE DO NOT SIGN UNLESS ALL SHADED AREAS ARE COMPLETE

I FULLY UNDERSTAND THE SERVICE WORK PERFORMED AND IT HAS BEEN COMPLETED TO MY SATISFACTION

CUSTOMER SIGNATURE

DATE

WHITE - CLS COPY

GREEN - CONTRACTOR COPY

PINK - STORE COPY