**ICS Clean**

**Equipment Service Request Form**

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**Disclaimer Information**

It is the sole responsibility of the customer to have read and understood the terms and conditions stated by ICS Clean in the **Equipment Service Terms and Warranty Information Reference Guide**. ICS Clean will not be responsible for any additional fees incurred from inaccurate equipment service reporting or transfer of information from the client at any time.

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| --- | --- |
| **Contact Name** | Click or tap here to enter text. |
| **Company Name** | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Phone Number** | Click or tap here to enter text. |
| **Email Address** | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Machine Make** | Click or tap here to enter text. |
| **Machine Model**  | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Serial Number** | Click or tap here to enter text. |
| **Hour Reading**  | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Machine Location** | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Detailed Issue** | Click or tap here to enter text. |
| **Battery Run Time** | Click or tap here to enter text. |

ICS Clean will report on all requests within (24) hours detailing proactive steps to the customer while providing information pertaining to each specific repair request. All service inquiries received will be provided with a quotation for the repair work that must be approved in writing by the customer before proceeding.

ICS Clean reserves the right to reject and/or ask for amendments to submitted equipment service forms at all time, which may lead to longer than stated and/or agreed lead times in servicing and part availabilities.

**ICS Clean will not accept machines delivered and/or dropped off to its location without proper notice, documentation and/or supporting information required for diagnosis and service request processes.**

Please email completed forms to: Daniel@icsclean.ca