



ON-SITE WORK ORDER

Dymin Systems, Inc.
3970 NW Urbandale Dr.
Urbandale, IA 50322
Phone: 800-811-3661

Customer Information	
Business Name	
Site Contact	
Site Phone #	
Address	
City/State/ZIP	

Work Order Information	
Dymin Contact	
Contact Phone #	
Requested Date	
Requested Time	
Reference/PO#	

As the contracted company listed below, it is agreed that...

- ... the technician **MUST** call Dymin Systems at 1-800-811-3611 upon arrival at site AND upon completion of contracted service(s).
- ... if more than one technician is needed to complete service(s), prior authorization from a Dymin Systems representative is required.
- ...is service time is going to run longer than the max allotted time, Dymin Systems will be contacted prior to continuing service(s).
- ... failure to communicate with Dymin Systems as described above will result in **NON-PAYMENT** of contracted service(s).

SERVICE TO BE COMPLETED
MAX TIME ALLOTTED FOR THIS JOB IS ____ HRS (if job exceeds this time frame, a new work order MUST be issued by Dymin Systems)

SERVICE WORK PERFORMED BY							
Technician Name:		Phone #:		Arrival:		Departure:	
Technician's Notes:							

Technician Signature: _____ Customer Signature: _____ Date: _____

Attach this completed service order to your invoice and FAX or EMAIL to Dymin Systems:
515-276-9445 purchasing@dyminsystems.com
ALL ORDERS ARE NET 30 TERMS.