

Your Company Name

Address

City, State Zip

Phone Number

HVAC SERVICE ORDER INVOICE

B I T L O L

THIS WORK IS TO BE
C.O.D. CHARGE NO CHARGE
MAKE MODEL SERIAL NUMBER

NAME STREET DATE CITY PROMISED PHONE CALL BEFORE AUTHORIZED BY WORK TO BE PERFORMED

RECOMMENDATIONS

DESCRIPTION OF WORK PERFORMED

ENVIRONMENTAL CHECK LIST table with columns: WORK PERFORMED, QTY., WORK PERFORMED, QTY., TYPE / DISPOSITION

Table for MATERIAL & SERVICES with columns for description and pricing

Table for MATERIAL & SERVICES with columns for quantity and price

NOTICE table with columns: NOTICE, HRS., LABOR, RATE, AMOUNT

NOTICE table with columns: HRS., LABOR, RATE, AMOUNT

ESTIMATE section: You have the right to an estimate if the expected cost of repairs or service will be more than twenty-five dollars. INITIAL YOUR CHOICE: Written Estimate Oral Estimate No Estimate

LIMITED WARRANTY: All materials, parts and equipment are warranted by the manufacturers' or suppliers' written warranty only. All labor performed by the above named company is warranted for 30 days or as otherwise indicated in writing.

TOTAL SUMMARY table with rows: TOTAL MATERIALS, TOTAL LABOR, TRAVEL CHARGE, TAX, TOTAL

CUSTOMER SIGNATURE DATE

Thank You

