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| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
|  | **Prime Tech Maintenance** |  | **MAINTENANCE**  **WORK ORDER** | | | |  |
|  |  |  |  |
|  | 250 Technical Avenue |  |  |
|  | First Floor, Suite 158B |  |  |
|  | New York, NY 25685 |  |  |
|  | 555-123-456-789 |  |  |
|  |  |  |  |  |  |  |  |
|  | **CLIENT NAME** | Industrial Kings | | | **ORDER DATE** | **ORDER NUMBER** |  |
|  | **CLIENT PHONE** | (555) 999 888 7766 | | | 11/22/2024 | **152500052** |  |
|  | **CLIENT EMAIL** | john.doe@example.com | | | **START DATE** | **PRIORITY LEVEL** |  |
|  | **ORDER RECEIVED BY** | Kevin Palmer (Administrator) | | | 11/23/2024 | HIGH |  |
|  | **MAINTENANCE TYPE** | Routine Maintenance | | | | |  |
|  | **WORK LOCATION** | Industrial Kings main building - 456 Maple Street, Jacksonville | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **TERMS OF SERVICE** | "A" class client agreement. Payment due within 30 days of invoice date. | | | | |  |
|  | **BRIEF WORK DESCRIPTION** | Inspect service boiler, check and repair pipelines, replace necessary valves. | | | | |  |
|  | **TASK LIST** | 1) Inspect and service boiler | | | | |  |
|  | 2) Check and repair pipelines in the boiler room | | | | |  |
|  | 3) Replace necessary valves and fittings | | | | |  |
|  | **SPECIAL NOTES** | Ensure all work is completed by the end of the day to minimize downtime. Maintain strict adherence to safety protocols, including wearing appropriate protective gear. Dispose of any waste materials according to environmental regulations. | | | | |  |
|  |  |
|  |  |  |  |  |  |  |  |
|  | **LABOR DESCRIPTION** | | | **HOURS** | **RATE** | **AMOUNT** |  |
|  | Boiler Inspection and Service | | | 3.00 | $60.00 | $180.00 |  |
|  | Pipeline Check and Repair | | | 4.00 | $55.00 | $220.00 |  |
|  | Valve and Fitting Replacement | | | 2.00 | $50.00 | $100.00 |  |
|  |  | | |  |  |  |  |
|  |  | | |  |  |  |  |
|  |  | | |  |  |  |  |
|  |  | | | | **LABOR TOTAL** | **$500.00** |  |
|  |  |  |  |  |  |  |  |
|  | **MATERIAL DESCRIPTION** | | | **QUANTITY** | **PRICE PER UNIT** | **AMOUNT** |  |
|  | Replacement Valves (High-pressure, SS, 1" valves) | | | 3.00 | $60.00 | $180.00 |  |
|  | Pipe Fittings (Industrial-grade, corrosion-resistant) | | | 4.00 | $61.00 | $244.00 |  |
|  | Gaskets and Seals (High-temperature, chemical-resistant) | | | 5.00 | $62.00 | $310.00 |  |
|  | Heavy-Duty Insulated Electrical Wiring | | | 6.00 | $63.00 | $378.00 |  |
|  |  | | |  |  |  |  |
|  |  | | |  |  |  |  |
|  |  | | | | **MATERIAL TOTAL** | **$1,112.00** |  |
|  |  |  |  |  |  |  |  |
|  | **WORK ORDER COMPILED BY** | Jane Smith | |  | **SUBTOTAL** | **$1,612.00** |  |
|  |  |  |  |  | **TAX RATE %** | 10% |  |
|  | **APPROVING PARTY** | John Doe | |  | **TOTAL TAX** | **$161.20** |  |
|  | **SIGNATURE** |  | |  | **OTHER** | $100.00 |  |
|  | **DATE OF APPROVAL** | 11/26/2024 | |  | **TOTAL** | **$1,873.20** |  |
|  |  |  |  |  |  |  |  |
|  | Under our "A" class client agreement, "Industrial Kings" enjoys premium service benefits, including priority scheduling for all maintenance requests and complimentary bi-annual system check-ups. This exclusive status ensures they receive expedited support and dedicated account management, fostering a seamless and efficient partnership. | | | | | |  |
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