

**CALL #** \_\_\_\_\_ **FACILITY NAME** \_\_\_\_\_

**WORK DONE (HVAC, Roof Leak, etc.)** \_\_\_\_\_

**CONTRACTOR NAME:** \_\_\_\_\_

**Before leaving the location, have the following filled out by the Postal Official at the location as proof that work was finished and include with your invoice:**

-----

**CUSTOMER'S ACCEPTANCE OF SERVICE:**

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

\_\_\_\_\_/\_\_\_\_\_  
**Postal Official Signature & Title**                      **Please Print Name**                      **Date**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_