CHECKLIST

O=OPEN C=COMPLETED

	TEMPORARY SERVICE		
EQUIPMENT & PARTS	CIRCUIT BREAKER		
	FUSE(S)		
	LIGHT FIXTURE(S)		
	RECEPTACLE(S)		
	RECEPTACLE(S) GFCI		
	SERVICE PANEL		
	SUB-PANEL		
	SWITCH(ES)		
ACCESSORIES	ALARM SYSTEM		
	ANTENNA WIRE		
	BATHROOM FAN/LIGHT		
	CABLE T.V.		
	CEILING FAN(S)		
	DOOR BELL		
	TELEPHONE WIRE		
HEATING	BASEBOARD HEATER		
	BLOWER DRIVEN HEATER		
	RADIATION HEAT		
KITCHEN AREA	DISHWASHER		
	DISPOSAL		
	DRYER (CLOTHING)		
	RANGE		
	RANGE HOOD		
	WASHER (CLOTHING)		
MAJOR APPLIANCES	AIR CONDITIONER(S)		
	BOILER OR FURNACE		
	GENERATOR		
	HEAT PUMP		
	HOT TUB		
	POOL LIGHT(S)		
	POOL PUMP		
	WATER HEATER		
	WELL/SUMP PUMP		
OTHER			

JOB:

JOB LOCATION

PARTS WARRANTY
All parts as recorded are warranted as per manufacturer specifications.
LABOR GUARANTEE
The labor charge as recorded here relative to the equipment serviced as noted, is guaranteed for a period of 30 days. We do not, of course, guarantee other parts than those we supply. If repairs later become necessary due to other defective parts, they will be charged separately.

T.A. WOODS COMPANY

6713 Netherlands Drive
Wilmington, NC 28405
Phone: (910) 350-2665
Fax: (910) 452-7913

LIC. # 10790 LIC. # 26302

20E

DATE	/ /
DATE ORDERED	/ /
DATE SCHEDULED	/ /
PHONE	
WK. OR CELL	

NAME E-MAIL

STREET

CITY STATE ZIP

QTY.	ITEM	PRICE
	TOTAL MATERIALS & PARTS ALSO ENTER AT RIGHT COLUMN	

TECHNICIAN SIGNATURE

CHANGE ORDER EFFECT

	AMOUNT
Ch-0 #	
Ch-0 #	
CIRCLE ONE (1) → + −	

SUB-CONTRACTED SERVICE

ITEMS OR LABOR	AMOUNT
TOTAL SUB-CONTRACTED	

DESCRIPTION OF WORK

AUTHORIZATION FOR DIAGNOSTIC X

☐ WARRANTY ☐ CONTRACT ☐ SERVICE CONTRACT ☐ NORMAL ☐ RES ☐ COMM.

		HOURS	RATE/HOUR	AMOUNT
LABOR				
	TOTAL LABOR			
	TOTAL MATERIALS & PARTS			

TERMS: DUE UPON COMPLETION

I HAVE THE AUTHORITY TO ORDER THE ABOVE WORK AND DO SO ORDER AS OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL FINAL & COMPLETE PAYMENT IS MADE, AND IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER SHALL HAVE THE RIGHT TO REMOVE SAME AND THE SELLER WILL BE HELD HARMLESS FOR ANY DAMAGES RESULTING FROM THE REMOVAL THEREOF.

AUTHORIZED SIGNATURE

SUB-TOTAL	
TOTAL CHARGE	
TAX	
TOTAL AMOUNT DUE	

ABOVE ORDERED WORK HAS BEEN COMPLETED AND I ACKNOWLEDGE RECEIPT OF MY COPY.

X _____ / / DATE

rev: 112020