

## Service Request Form

**Please complete and email to: [service@automated.net.au](mailto:service@automated.net.au)**

### Project Details

<b>Site/Project Name</b>			
<b>Site/Project Address</b>			
<b>Company</b>		<b>Phone:</b>	
<b>Site/Project Contact</b>	<b>Name:</b>	<b>Mobile No:</b>	
	<b>Email:</b>		

### Order and Payment Details

<b>Order Placed by</b>		<b>Phone:</b>	
<b>Company to be billed</b>		<b>Purchase order:</b>	
<b>Billing Email Address</b>			
<b>Non-Account – Customers</b>	<b><u>Please contact the office regarding payment by credit card, credit card details will be held on file once booking is confirmed. Payment will be finalised over the phone on works completion.</u></b>		
<b>Credit Card Details</b> <small>Surcharge 2.5% + GST or contact office for EFT</small>	<b><u>MasterCard/Visa number</u></b>	<b><u>Expiry Date</u></b>	<b><u>CSV</u></b>
	<b><u>Name on Card</u></b>	<b><u>Signature</u></b>	
<b>Amount</b>	<u>Amount (inc GST)</u> <small>See Service Call rates<sup>1</sup></small>	\$	<small>Please note any additional time spent will be charged to your credit card as per the rates below.<sup>1</sup></small>

### Service Details: Call will be not attended, unless official Purchase Order is provided

<b>Requested Service Date</b>			
Is a site induction required?	YES	NO	
Is Personal Protective Equipment required?	YES	NO	

### Please Supply a Brief Description of the works Required


### Rates

**Regular Hours:** 1<sup>st</sup> hour \$270 + GST (includes travel) within Sydney metro (additional travel time charged for other areas) during normal working hours. Additional time after 1<sup>st</sup> hour charged \$67.50+ GST/30-minute block.  
**(Normal Working Hours:** 7:00am – 4:00pm) after this time after hours calls are charged at after hours rates.

**After Hours:** 1<sup>st</sup> hour \$320 + GST (includes travel) within Sydney metro (additional travel time charged for other areas). Additional time after 1<sup>st</sup> hour charged \$80 + GST/30-minute block.

**Public holidays :** minimum 4 hours charge at the afterhours rate.