



## REQUEST TO REPAIR FORM

DATE: \_\_\_\_\_ QUOTE No. \_\_\_\_\_

CUSTOMER'S TRADE NAME: \_\_\_\_\_

CUSTOMER'S FULL or LEGAL NAME: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Physical Address: \_\_\_\_\_

### FAULT DESCRIPTION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### DETAILS OF GOODS TO BE SUPPLIED / SERVICES TO BE PROVIDED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CUSTOMER REQUESTED THE ABOVE GOODS AND/OR SERVICES BY: PHONE / FAX / EMAIL / MAIL / IN PERSON / VIA WEBSITE**

*I agree that I have ordered the above goods and/or services. I have read and understand the TERMS AND CONDITIONS OF TRADE (overleaf or attached) of Hermes Communications Limited T/As BeanAround Espresso Services which form part of, and are intended to be read in conjunction with this Do & Charge Form and agree to be bound by these conditions. I authorise the use of my personal information as detailed in the Privacy Act clause therein.*

**SIGNED (CUSTOMER):** \_\_\_\_\_ **SIGNED (BeanAround):** \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Position: \_\_\_\_\_

### WITNESS TO CUSTOMERS SIGNATURE:

**SIGNED:** \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_