Toptron Computer Systems Co.
Networking • Systems Engineering • Programming • Hardwares
Shop 26, 1/F., Fook Tin Bldg., 38 Wai Chi Street, Sham Shiu Po, Kowloon
Tel:(852) 2776 0933 Fax:(852) 2776 0955 email: main@toptron.com.hk

No.
Date

Service Record

Part 1

Customer Code : Customer :	Site :
Phone :	Contact :

Part 2

Service Request on _____ at _____ from _____

Request Description :

_____
Recorded By

Part 3 Service Record

3.1. Our serviceman _____ has visited your site on _____ at _____ to _____ for carrying out the requested service.

3.2. The Machine / Equipment is / are under our maintenance scheme: _____

3.3. Reference Document _____

_____

Part 4

Fault Report :	Charges
Travelling	
Handling	
hrs of service at HK$/US$	
Total HK$/US$	

Part 5

Toptron Computer Systems Co. guarantee _____ days from the date of service.

_____ _____
Customer's signature & chop Serviceman