Date Received

Gerkin Order No.

Customer PO #

FIELD SERVICE REQUEST

Gerkin Windows & Doors
P.O Box 3203
Sioux City, IA 51102
PH: (402) 494-6000 FX: (402) 494-6765

GERKIN™
WINDOWS & DOORS

Cell Phone # Home Phone # Work Phone #

Sold To / Contact :	Job / Contact :

Site Directions :

Construction type: ☐ Residential ☐ Commercial ☐ Multiple Unit ☐ Other
Status: ☐ Occupied ☐ Unoccupied ☐ Under Construction ☐ Other

Product Description :

Product :	Model #	Quantity :	Color :	Date Of Purchase
1:				
2:				
3:				
4:				

Problem Description / Complaint

Service Completed: _____ Warranty ☐
Follow up Required: _____ Chargeable ☐
Determine at site ☐

Glass Problem :

☐ Seal Failure
☐ Stress Crack
☐ Low-E Defects
☐ Visual Defects
☐ Not tempered

Space below is for Gerkin service use only

Product condition: ☐ Square and Plumb ☐ Nailed and Sealed Proper in opening
☐ Supported Properly ☐ Windows Clear Of Dirt and Debris ☐ Humidity

Description of Work Preformed

Gerkin Contact person	Materials _____	Work Completed By:
	Labor Time _____	
Service Approved By:	Travel Expense _____	Date Work Completed
	Total	