**FIELD SERVICE REQUEST**

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

<table>
<thead>
<tr>
<th>Customer PO #</th>
<th>Cell Phone #</th>
<th>Home Phone #</th>
<th>Work Phone #</th>
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** Sold To / Contact : **  

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<th>Job / Contact :</th>
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**Site Directions :**

**Construction type:**  
- Residential  
- Commercial  
- Multiple Unit  
- Other  

**Status:**  
- Occupied  
- Unoccupied  
- Under Construction  
- Other  

**Product Description :**

<table>
<thead>
<tr>
<th>Product</th>
<th>Model #</th>
<th>Quantity</th>
<th>Color</th>
<th>Date Of Purchase</th>
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**Problem Description / Complaint**

**Glass Problem :**  
- Seal Failure  
- Stress Crack  
- Low-E Defects  
- Visual Defects  
- Not tempered

**Service Completed:** __________________________  
**Warranty** ☐  
**Chargeable** ☐  
**Determine at site** ☐

**Follow up Required:** __________________________

**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**

**Service Approved By:**

<table>
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<tr>
<th>Materials</th>
<th>Labor Time</th>
<th>Travel Expense</th>
<th>Total</th>
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**Work Completed By:**

**Date Work Completed**