TechHub Mexico

HCLTech

Customer Order
Internal Ticket

Warning: Data backup, when performing services such as:Scan-disk, Antivirus, OperatingSystem Maintenance, Software Installation, or any other service that puts the integrity of the information at risk, the user must be informed of the risks and request the information backup process prior to performing the service.

USER DETAILS	**Name:**		**Address:**	
	Phone:		**Mobile Phone:**	
	Company:		**Email:**	
	Ext.:		**Other contact:**	

INCIDENT	**Reference Number:**		**PART**	**Serial Number:**	
	Date of incident:			**Validated serial number:**	
	Time:				
	Tipe:			**Brand:**	
	Status:			**Model:**	

ACTIVITY	**Failure description**
	Problem solution

PART (S)	**Part (s) required:**		**Part (s) number:**	

COMMENTS:

SERVICE EVALUATION	YES	NO	No basis for qualification
Engineer's punctuality?			
Was the engineer professional and courteous?			
Knowledge of engineer?			

Service quality?	Excelent (1)	Good (2)	Bad (3)	Very Bad (4)	No basis for qualification

AT TERMINATION OF SERVICE

Start date:		Engineer's name and signature	Customer's name and signature of conformity
Start time:			
End date:			
End time:			