



Date Received:	Date Authorized:	Date Processed:	Date Shipped:
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**CUSTOMER INFORMATION**

Installation Company \_\_\_\_\_ Service Co. Inv. # \_\_\_\_\_  
 Address \_\_\_\_\_  
 Company Contact \_\_\_\_\_ Service Telephone # (\_\_\_\_) \_\_\_\_\_  
 Installed by:    Licensed HVAC Contractor     Licensed Electrician

Customer Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_  
 Email \_\_\_\_\_ Phone #2 (\_\_\_\_) \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**EQUIPMENT INFORMATION**

Product Indoor Model # \_\_\_\_\_ Date of Installation \_\_\_\_\_  
 Product Serial # \_\_\_\_\_ Date of Failure \_\_\_\_\_  
 Product Outdoor Model # \_\_\_\_\_  
 Product Serial # \_\_\_\_\_ Date of Failure \_\_\_\_\_

**PURCHASED FROM**

Company Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

**REPAIR/PROBLEM SUMMARY**

Include details of where refrigerant leaks were located items that might have been adjusted and what caused the problem: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Find part numbers and descriptions at [www.coolairint.com](http://www.coolairint.com). Click on your model number and then click on the parts tab at the bottom of the page. Schematics, parts, documents and prices available online.*

Part Numbers	Part Description	Qty.	Compressor Serial #

**LABOR CLAIMS:**

\*\*\*All labor claims will be paid according to the warranty booklet under "Warranty PDF" at [www.coolairint.com](http://www.coolairint.com).

**FAX Form To: (952) 888-7967**