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## Work Order

<b>Client Name:</b>				<b>Date:</b>	
<b>Address:</b>					
<b>Phone #:</b>					
<b>E-mail:</b>					
<b>Device Type:</b>					
<b>Model #:</b>					
<b>S/N:</b>					
<b>Username:</b>					
<b>Password:</b>					
<b>Issue:</b>					
<b>Resolution:</b>					
<b>Payment:</b>	<input type="checkbox"/> COD		<input type="checkbox"/> BILLED		
<b>Subtotal: \$</b>	<b>Tax (9%): \$</b>	<b>Surcharge (2.5%): \$</b>	<b>TOTAL: \$</b>		

### Authorization

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature**

**\*Payment Terms**

*Residential Clients: COD \$75/hr & ½ hour increments*

*Business Clients: Billed Non-managed Services \$75/hr & ½ hour increments and Managed Services \$60/hr & ½ hour increments*

*\*Credit/Debit Cards have a 2.5% surcharge*