

CUSTOMER SERVICE REPORT

CSR NO.	DATE:	
Customer Name:		
Address:		
Service Type: (Warranty / Contract / Service charge)	Requested / Reported by:	
Service charge :	Date & Time of request:	
NATURE OF PROBLEM		
Problem as Reported:		
Equipment Type:		
Make:	Model:	Serial No.:
Location of Installation:		
SERVICE DETAILS		
Diagnosis & Service / Solution Rendered:		
Status / Comments (<i>Complete/ Incomplete/ Pending for spares/ Under Observation/ Pending approval / others</i>):		
Start of Service:	End of service:	
CUSTOMER FEEDBACK		
Remarks (<i>Approved / Further clarification / others</i>):		
Name :	Designation:	Phone/Fax:
Email:		
Signature:	Date:	