

Refrigerant Service Order Form

Service ID: _____ Work Order #: _____ Date Issued: _____ Completed: _____ Technicians: _____ _____ _____	Owner: _____ Building: _____ Equipment ID: _____ Location: _____ Model: _____ Manufact: _____ Serial #: _____ Refrigerant Type: _____ Charge: _____ lbs _____ oz
--	--

Service Request – Why dispatched

Service Description

Confirm Charge
 Upgrades Installed
 Minor Maintenance
 Recovery Vacuum: _____ Inches
 Dispose of Unit
 Refrigerant Conversion
 Major Maintenance
 Isolated Leak

Refrigerant	Cylinder ID	Type	Condition	Quantity
Recovered				Lbs oz
				Lbs oz
				Lbs oz
Recovery Unit ID # : _____				
Added				Lbs oz
				Lbs oz
				Lbs oz
<input type="checkbox"/> Startup Charge				Net Refrigerant Added: Lbs oz

Parts Used

Parts No	Description	Quantity

Material Notes

Total Hours on this Service: _____

Leaks

Leak Found Date: _____
 Leak Repaired Date: _____

 Initial Leak Verification Test Date: _____
Test done after repair before charging Method: _____

 Follow-up Verification Test Date: _____
Test done with unit running under normal load Method: _____

Leak Notes:

Trace Gas Used Type: _____ Cylinder ID _____ Quantity _____ Lbs _____ oz

Accidental Release Occurred Description: _____
 Estimated Amount Released _____ lbs _____ oz