



Work Authorization

**32 Westwinds Crescent NE
Calgary, AB T3J 5L3**

Date: _____
Reference #: _____
Site Address: _____

Name: _____	Scope of work: _____
Address: _____	
City: _____	Start Date: _____
Phone #: _____	End Date: _____
Email: _____	Payment Terms: COD
Contact: _____	Valid for: _____

Description	Materials	QTY	\$	AMOUNT
Labour Schedule:				
\$ 110.00 per hour. (After hours X 1 1/2 weekend X 2)				
Credit card information required before service can be rendered.				
Billable time:				
Travel time to job site.				
Travel time to pick up parts.				
Time to repair or service equipment.				
Parts or Material that are billable:				
Special parts or equipment require full payments.				
Custom parts or equipment require full payments.				
Common parts and materials.				
Payment Terms Upon Receipt of invoice:				
Cash / Check / Etransfer /Credit Card / Debit Card				
	Total			

Labor	QTY	\$	AMOUNT
Total			

AMOUNT	
Material Total	
Labor Total	
Miscellaneous	
GST 5%	
Total	\$

We guarantee all parts installed by us against failure for a period of 90 days from the date of original service. All labor warranted for 30 days from date of original service. Warranty is limited to the specific repair listed above. Warranty is void if the unit is subject to unauthorized service, moved from premises of original repair or if invoice charges have not been paid in full. No other warranty is expressed or implied other than what is written above. It is agreed that seller retains title to any equipment or material furnished until final and complete payment is made as agreed the seller shall have the right to remove the same and the seller will be held harmless for any damages resulting from the removal thereof. All charges are due upon receipt of invoice. All outstanding invoice more than thirty days will incur a compounding interest of 2% per month.

By signing below you are giving Apex Services Inc. the authority to purchase material, parts and equipment as per scope of work listed above. You also agree to terms and condition of payment as stated in this work authorization. You authorize Apex Services Inc to process the credit card provided.

Authorization of work _____
Credit Card # _____
Apex Services Inc _____

Date: _____
Expiry Date _____
Date: _____

Heating
 Refrigeration
 Air Conditioner

403 862 0680
 apexserviceshvac@gmail.com
 apexhvacservicesinc.ca

Furnaces
 Roof Top Units
 Makeup Air Units