

The Authority:

AC Machine Make & TR:

Address:

AC Machine Model & Serial No.:

Preventive Maintenance										
Sr. No.	Date of Service	Cleaning		Temperature in Celsius		Current in Ampere	Action Taken	Sign of Authority	Sign of Technician/ Contractor	Sign of AE/AAE
		Indoor	Outdoor	Ambient	Grill					
1										
2										
3										
4										
5										
6										

Note: Cleaning includes wet/dry service with cleaning of filters, evaporator coil, condenser coil etc. as per site requirement.

Breakdown Maintenance									
Sr. No.	Date of Complaint	Time of Complaint	Complaint received from	Type of Complaint	Action Taken	Sign of Authority	Sign of Technician/ Contractor	Sign of AE/AAE	
1									
2									
3									
4									
5									
6									

Note: Break down complaint must be attended with in Four hours and normally it should be solved immediately same day.

Above log sheet has to submit along with bill.

Signature of Contractor

Dy. Executive Engineer
SC Electrical Sub Division No 1
Gandhinagar

Executive Engineer
SC Electrical Division
Gandhinagar