

SERVICE REQUEST FORM

Service Manager: Carl Lanner
Email: clanner@southernstatesmachinery.com

Company Information:

Company Name:	Date:
Address:	
Contact Name:	Telephone:
Email:	Fax:

Accounts Payable Contact:

Contact Name:	Telephone:	
Email:	Fax:	
Billing Address:		
AP Manager:	Email:	Telephone:

Machines Needing Service:

Machine:	Model #:	Serial #:
Machine:	Model #:	Serial #:
Machine:	Model #:	Serial #:
Machine:	Model #:	Serial #:
Machine:	Model #:	Serial #:
Machine:	Model #:	Serial #:

Effective April 15, 2024 our rates are as follows:

On-Site Time/Labor:

6:00 AM - 5:00 PM: \$195/hour
5:00 PM - 6:00 AM: \$295/hour
Saturdays: \$295/hour
Sundays & Holidays: \$395/hour

Travel/Travel Time:

Monday - Friday: \$135/hour
Saturdays: \$205/hour
Sundays & Holidays: \$270/hour
Hotels charged at rate

Meal Per Diem:

Monday - Friday: \$65/day (*when overnight or exceeding 8 hours/day*)
Weekends & Holidays: \$75/day

*Additional expenses incurred such as airfare, automobile rental, hotel, tolls, and service-related materials and parts will be itemized on final invoice.

Customers Signature: _____ Date: _____

Customer's Printed Name: _____

**PLEASE EMAIL COMPLETED FORM TO CARL LANNER.
CLANNER@SOUTHERNSTATESMACHINERY.COM**

Thank you for your request for service.

