



1357 River Road, Eugene Oregon 97404
541.689.3245 Ph – 541.689.4916 fx – www.ido.net

work order

Exhibit A

IDO USE ONLY

Company

Authorized Signer

Address

Address cont.

City, State and Zip

Phone

Fax

Email

Web Site

Maintenance Hours Allocated

Maintenance Hours Left on Agreement

Total Hours Requested

Project Manager Approval

Non Maintenance Hours Worked

Billable Hours

Payment Method

Net Terms: upon receipt unless, an approved maintenance agreement.

Work Completed by

IDO will call to confirm all work .The IDO staff will provide Company with an estimated time frame of how long it will take to complete each project and keep company informed of any additional hours that may be needed before performing those additional hours.

Rates:

All IDO Services are \$95/hr. + Parts and \$55/hr. travel time

For discounted hours, please ask about our Maintenance Agreements.

Tell us below, what you would like us to accomplish for you. Please attach additional paper if necessary.

Date:

Signature:

_____ Initials