Work Orders and Gas Leak Checklist

Energy Force will download the essential information (*Name, Address, City, State, Zip, Date, Phone, Tank Size, Tank Serial*) to the printable Work Order or Gas System check template. The template can be modified to add or remove items as long as there is no change in the programming (in brackets) names or the name of the document. Contact Energy Force Support at 800.752.7912 for more information.

<!$MG_Div_Name_and_Addr>

GAS SYSTEM CHECK SHEET

Name   <!$MG_Name>   Date   <!$MG_Date>
Address   <!$MG_Addr>   Phone   <!$MG_Phone>
City   <!$MG_City> <!$MG_State> <!$MG_ZIP>

TANK INFORMATION

Tank Size   <!$MG_Tank_Size> Tank Serial <!$MG_Tank_SN> Tank % _____   Tank Condition ☐Good ☐Fair ☐Poor
Tank Fitting _____   Gauge Condition _____   Paint Condition ☐Good ☐Repaint _____ (color)
New Tank? ☐Yes ☐No   Purged? ☐Yes ☐No   Date _____   Methanol? ☐Yes ☐No   Date _____

SYSTEM LEAK TEST

Twin Stage ☐		Start Pressure	End Pressure	Time Held	System OK	Date Code	Mfg Name	Service Man Init	Working Pressure	Lock Up
Single Stage ☐		WC ☐ LBS ☐ Inches WC	WC ☐ LBS ☐ Inches WC							
Two Stage		PS/G	PS/G							
	1st	LBS	LBS							
	2nd	WC	WC							

<!$MG_Div_Name>
<!$MG_Div_Full_Address>

Customer   <!$MG_Cust_No> <!$MG_Cust_Name>   Order Date/Time   <!$MG_Ord_Date>
<!$MG_Ord_Time>
Work Order # <!$MG_WO_No> <!$MG_PWO_Type_Desc>   Scheduled Date/Time   <!$MG_Sched_Date>
<!$MG_Sched_Time>
Service Address   <!$MG_Service_Addr>
Billing Address   <!$MG_Billing_Addr>
Home Phone   <!$MG_Home_Phone>   Work Phone   <!$MG_Work_Phone>   Cell Phone
<!$MG_Cell_Phone>
Balances   **Current** <!$MG_Curr_Bal>   30 <!$MG_30_Bal> 60 <!$MG_60_Bal> 90 <!$MG_90_Bal>   Total
<!$MG_Total_Bal>
Work Requested   <!$MG_Work_Requested>

Terms Code   <!$MG_Terms_Code>   Pump Out   <!$MG_Pump_Out>   Permit # _____
Directions   <!$MG_Directions>
Tank Serial # <!$MG_Tank_SN>   Tank Size   <!$MG_Tank_Size>

Labor

Date	Service Team	Hours	Rate	Amount	
	<!$MG_Service_Team>				