

<b>SERVICE REQUEST FORM</b> ITD- Inspection and Testing Department	For IDQ use only Contract No.: IDQ-2024C- _____ Obra No.: _____ Applicable PRICE LIST Ver.: IDQ-Q-202401
Client:	Location:
Project Name:	Site Contact:
Appoint Date & Time:	Site Contact Tel.:
Report Title: <input type="checkbox"/> Same as 「Client」 <input type="checkbox"/> _____	
Report Language: <input type="checkbox"/> CHINESE <input type="checkbox"/> ENGLISH	

Item No.	Service Items	Unit	Unit Price (MOP)	Order Qty	Actual Qty
11.9	Site visit charge (per half-day)	Item	\$1,000.00		
11.10	Additional charge: Booking cancel charge (per requested)	Item	\$1,000.00		
11.11	Additional charge: Service cancel upon arrival charge (per man)	Item	\$2,000.00		
11.12	Additional charge: Data change charge (per requested)	Item	\$1,000.00		
11.13	Additional charge: report urgent processing (within 10 working days)	Item	30% of basic charge		
11.14	Additional charge: report urgent processing (within 5 working days)	Item	50% of basic charge		
11.15	Additional charge: report urgent processing (within 3 working days)	Item	100% of basic charge		
11.16	Additional charge: Extra Report Request	Copy	\$500.00		
11.17	Additional charge: Report Re-Issue (Original Report)	Copy	\$500.00		
11.18	Additional charge: Report Re-Issue (Certified True Copy)	Copy	\$200.00		
11.20	Additional charge: Overtime, excluding Labor Holiday (per hour)	Item	20% of basic charge		
11.21	Additional charge: Overtime, on Labor Holiday (per hour)	Item	30% of basic charge		
11.22	Additional charge: Work on Saturday, Sunday, Public Holiday, excluding Labor Holiday	Item	50% of basic charge, min. \$2,200.00		
11.23	Additional charge: Work on Labor Holiday	Item	100% of basic charge, min. \$4,400		

REMARKS:

For IDQ use only	<i>Actual service date &amp; time:</i> <input type="checkbox"/> Same as appointed <input type="checkbox"/> _____	<i>Person in charge:</i> _____	<i>Discount:</i> <input type="checkbox"/> N/A <input type="checkbox"/> _____ %
	<i>ITD Ref. No.:</i> ITD-SRF- _____	<i>This Page is:</i> <input type="checkbox"/> Valid <input type="checkbox"/> Cancel <input type="checkbox"/> Add (Page of _____)	

**\*\*By signing this SRF, you are aware of and agree to comply with the conditions of service and corresponding remarks in the “IDQ Service Price List” and are bound by them.**

Client's acceptance:      Date: _____	Received by:      Date: _____	Approved by:      Date: _____	Received by:      Date: _____
---	---	---	---