

<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
12.10	Site visit charge (per half-day)	Item	\$1,000.00		
12.11	Additional charge: Booking cancel charge (per requested)	Item	\$1,000.00		
12.12	Additional charge: Service cancel upon arrival charge (per man)	Item	\$2,000.00		
12.13	Additional charge: Data change charge (per requested)	Item	\$1,000.00		
12.14	Additional charge: report urgent processing (within 10 working days)	Item	30% of basic charge		
12.15	Additional charge: report urgent processing (within 5 working days)	Item	50% of basic charge		
12.16	Additional charge: report urgent processing (within 3 working days)	Item	100% of basic charge		
12.17	Additional charge: Extra Report Request	Copy	\$500.00		
12.18	Additional charge: Report Re-Issue (Original Report)	Copy	\$500.00		
12.19	Additional charge: Report Re-Issue (Certified True Copy)	Copy	\$200.00		
12.21	Additional charge: Overtime, excluding Labor Holiday (per hour)	Item	20% of basic charge		
12.22	Additional charge: Overtime, on Labor Holiday (per hour)	Item	30% of basic charge		
12.23	Additional charge: Work on Saturday, Sunday, Public Holiday, excluding Labor Holiday	Item	50% of basic charge, min. \$2,200.00		
12.24	Additional charge: Work on Labor Holiday	Item	100% of basic charge, min. \$4,400.00		

REMARKS:

For IDQ use only	Actual service date & time: <input type="checkbox"/> Same as appointed <input type="checkbox"/> _____	Person in charge:	Discount: <input type="checkbox"/> N/A <input type="checkbox"/> _____ %
	ITD Ref. No.: ITD-SRF-	This Page is: <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:	Received by:	Approved by:	Received by:
Date:	Date:	Date:	Date: