



## AUTOMATIC REPAIR AUTHORIZATION FORM

In our ongoing effort to improve your service experience with us, we are implementing a new program to expedite our machine repair turnaround time.

When doing equipment estimates, Ocean Janitorial's Service Department would like your permission to automatically repair your machine if the amount falls BELOW the following thresholds per piece of equipment:

- |  |          |
|--|----------|
| 1. Upright Vacuums   | \$125 ea |
| 2. Low Speed Buffers, High Speed Burnishers & Wet/Dry Vacuums              | \$250 ea |
| 3. Extraction Equipment, Bathroom Cleaning Machines & Mini Scrubbers       | \$275 ea |
| 4. Battery Equipment, Walk Behind/Ride-On Scrubbers, Sweepers & Burnishers | \$500 ea |

If these amounts are acceptable, we will repair your machine without waiting for prior consent. We believe this will allow us to speed up the repair and get your machine back to you in a more timely fashion.

\*Please note that anything OVER the amounts shown will be sent a price quote and need approval.

This program will require an open Purchase Order number.

If you agree, please sign and return this form to Ocean Janitorial Supply Service Department at [service@oceanjanitorial.com](mailto:service@oceanjanitorial.com) or fax to 631-581-4286

Signature of Authorized Approver: \_\_\_\_\_

Printed Name of Approver: \_\_\_\_\_

Title of Approver: \_\_\_\_\_

Open Repair PO #: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_