



Laboratory Name:	LAMWORLD TECHNOLOGIES PTY LTD
Document Title:	<i>Service Request Reviews, Equipment Registration & Receiving, Method & Subcontractor Selection</i>
Document No:	LAM-F711.a
Revision No:	001
Date of Issue:	25- Aug -2021

This form allows Client to specify their requirements and preferred calibration method, interval and Test Points, otherwise Client may authorise the Laboratory to use its preferred method.

1.0 Client Details and Requirements			
Company/Individual Name		Telephone	
Authorised Representative (Name & Signature)	_____	Fax	
Address (Physical & Postal)		Email	
		<u>Req/Order/ Ref No:</u>	
Any need to observe works as they are performed?		Y/N	
Subcontracting	Sub-contractors may be engaged as per ISO/IEC17025 standard, and as per prior business arrangements nurturing our business relationships. Any Objection? Yes/No)_____		
	If Yes, Please State reason:_____		
	Any Client Preferred Sub-Contractor?		

Select service type, please note that incase clients brings in a piece of equipment, inspection of the same shall always be done at a rate depending on the complexity of the equipment and hours per technician.

Client agrees that in the event they cause the delays when our personnel are on site, Client shall be charged manhours for such delays as per Lamworld rates;

Inspection	Calibration	Testing	Maintenance, Repairs Commissioning	Installations	Supply	Maintenance	Training
Please give details mentioning expected turn around time if any							

Please complete and return by Fax (00267 3958173) or email info@lamworld.co.bw



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2.0 Equipment Registration & Calibration Method Selection

NOTE: INDICATE IF YOU REQUIRE THE DECISIONS SUCH AS PASS/FAIL, IN/OUT OF TOLERANCE BY COMPLETING TOLERANCE LIMIT COLUMN ABOVE

Client's (Name, Designation, Signature & Date) _____

Equipment Details				Calibration Method Selection (tick choice) Whichever method should be <i>documented</i>					Test Point Selection		Tolerance Limit
Item Description	Manufacturer	Model No	Serial number	Calibration Intervals	Range of Operation	Client specified	Manufacturer specified	Laboratory Preferred	Units	Test Points	