

## Work Order

|   |      |  |          |             |
|---|------|--|----------|-------------|
| Advanced Project Solutions, LLP.<br>4501 Femrite Drive<br>Madison, WI 53716<br>Phone: (608) 222-1111<br>Fax: (608) 222-1121 |      | Today's Date   |          | 2-FEB-2018  |
|   |      | PO   |          | WEB-315346  |
|   |      | WO   |          | 139493      |
|   |      | Scheduled Date   |          | 2-FEB-2018  |
|   |      | Scheduled Time   |          | 12:30PM CST |
| Vendor ID:  | 7749 | Site Address   | Site ID: | 2092        |
| IT TELECOM<br>HC3 BOX 14612<br>YAUCO, PR 00698<br>7875051165<br>PETER RUIZ  |      | AMERICAN EAGLE OUTFITTERS<br>2050 PONCE BY-PASS<br>SUITE 237<br>PONCE, PR 00716<br>7872596600<br>STORE MANAGER |          |             |

### Work Description

\*\*\*IMMEDIATELY UPON ARRIVAL TECHNICIAN MUST USE ATTACHED IVR CALL TREE AND INSTRUCTIONS TO LOG IN TO THE AMERICAN EAGLE IVR, ONCE LOGGED IN TECHNICIAN MUST CONTACT THE APS TECH SUPPORT TEAM 608-268-0875 TO BE ASSIGNED A TEAM MEMBER TO WORK WITH.\*\*\*

PLEASE SEND A TECH OUT TO STORE 2092, THE MUSIC ON THE AERIE SIDE IS NOT WORKING AFTER A FEW POWER OUTAGES.

\*\*\*TECH MUST BRING A 3.5MM TO DUAL RCA AUX CABLE TO SITE. TECH SHOULD CONTACT APS IMMEDIATELY FOR PERMISSION TO BYPASS THE SQUID WITH THE AUX CABLE PRIOR TO BEGINNING ANY TROUBLESHOOTING. \*\*\*  
 \*\*\* TECH TO ALSO BRING BUTT SET, TONER, AND IMPEDANCE METER / MULTI METER \*\*\*

1. Tech must read the Scope of Work prior to arriving at the site. **Note that pictures are required for all jobs! No exceptions! If pictures are not taken tech is responsible for going back to site free of charge to take pictures!** Send pictures and completed/signed work order to [apsservice@advancedprosolutions.com](mailto:apsservice@advancedprosolutions.com)
  2. Tech must call **APS Support Desk at (608) 268-0875** upon arrival and departure. All payments will be based off of these times. **APS Support # - (608) 268-0875**
  3. Tech must complete the bottom half of this Work Order and complete all fields. Invoices must line up with the Check In and Out times with APS. No Exceptions!!!!
  4. Tech must have a Store Manager sign the APS Work Order. Tech must fax this Work Order to Advanced Project Solutions before leaving job. **APS Fax: (608) 222-1121**
- \*\*\* If Tech Support is needed onsite call APS at (608) 268-0875. If voice mail is reached leave a message to include the following: Name, Company, Contact #, and Site ID. An APS Representative will respond within 15 min. \*\*\*\*
- Payment Terms start on date Invoice is received (NET30). **Work Order Number must be referenced on invoice to receive payment.** Send invoices to [apsap@advancedprosolutions.com](mailto:apsap@advancedprosolutions.com)

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|--|--|
| Technician: <i>Peter Ruiz</i>  | Onsite Time: <i>2:40pm</i>                 |
| Tech Cell #: <i>787-505-1165</i>   | Offsite Time: <i>3:46pm</i>                |
| Date: <i>2/2/2018</i>  | Complete (Yes/No):                         |
| Work Performed:<br><i>Tested equipment</i> <span style="float: right;"><i>Andrew</i></span><br><i>Mac Mini was frozen</i> <span style="float: right;"><i>Remote in</i></span><br><span style="float: right;"><i>and fix</i></span> |  |
| Manager Printed Name: <i>Jeffrey Cohn</i>  | Technician Printed Name: <i>Peter Ruiz</i> |
| Manager Signature: <i>[Signature]</i>  | Technician Signature: <i>[Signature]</i>   |

