

# Change of details / new site details form

Work Order  
Number



## New/Existing site details

Brand Name:

Site Name:

Store Number:

Site Address:

Suburb:

State:  P/code:

Site Phone #

Maintenance Contact Name:

Telephone:

Maintenance representative email:

Order Number

## Changes if applicable

Please note changes to be made and tick appropriate box:

Store rebadge (please quote previous site #)

Site Closure

DLP end date ...../...../.....

### Logbooks / Services

### Qty. required

Detection, (fire alarm) smoke & heat alarms:

Sprinkler systems:

Fire Pump sets:

Metal Enclosure

### Logbooks / Services

### Qty. required

Sound & intercommunication (evacuation) systems:

Water Treatment:

Combined Services logbook:   
(please note that this includes Store Responsibilities)

Hydrants turned on (Combined book)

Authorisation:

Name:

Date:

Position:



If you require any further information, please contact Verified:

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