



APEX FIRE SERVICES

ENSEMBLE CLEANING & MAINTENANCE

449 Industry Drive • Columbus, Ohio 43204 • (614) 274-6400

ENSEMBLE CLEANING & REPAIR WORK ORDER

Contact Information

Department Name: _____
Contact Person: _____
Telephone #: _____
Billing Address: _____
City, State, Zip: _____

Shipping Address

- Same as Billing Address
 Other:

Address

City, State, Zip

Garment Information

- Jacket Trouser Other

Manufacturer: _____

Date of Manufacture: _____

Serial Number: _____

Issued To: _____

Garment Information

- Jacket Trouser Other

Manufacturer: _____

Date of Manufacture: _____

Serial Number: _____

Issued To: _____

Garment Maintenance Instructions

- Advanced Cleaning Advanced Inspection Specialized Cleaning Repair
 Advanced Cleaning, Advanced Inspection & Call with Estimate

Known contaminations or exposures: _____

Please indicate on attached diagram(s) areas in need of repair.

Special Instructions:

Authorized By: _____

Date Requested: _____



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FAX: (614) 228-6437

COAT INSPECTION DIAGRAM

X location and make brief note of type of repair needed.

Employer Identification Number	Name					
Serial #	Date of Mfgr	Manufacturer	Chest	Front	Back	Sleeve

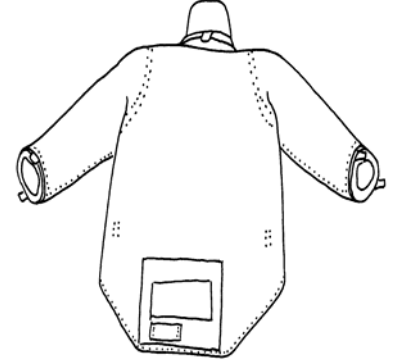
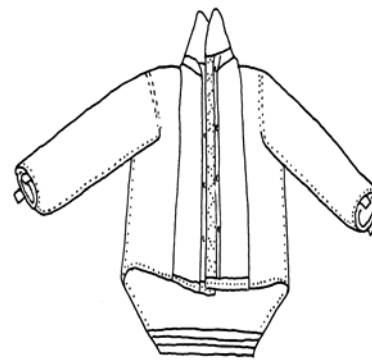
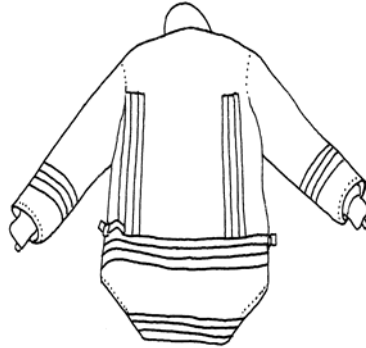
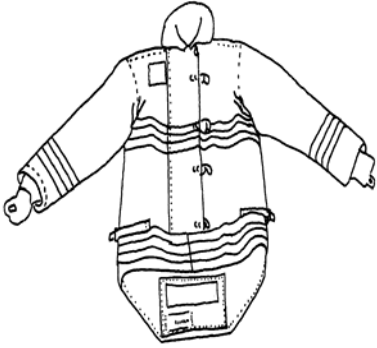
Coat Outer Shell

Front

Back

Front (Inside Out)

Back (Inside Out)



Notes

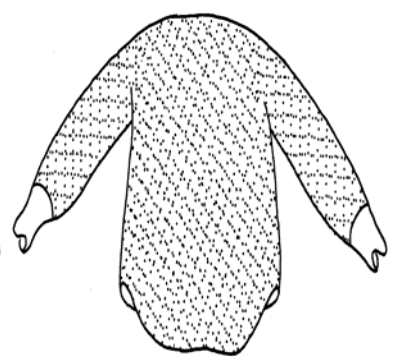
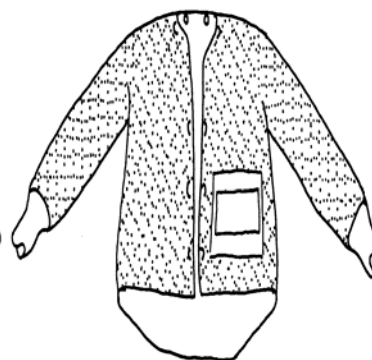
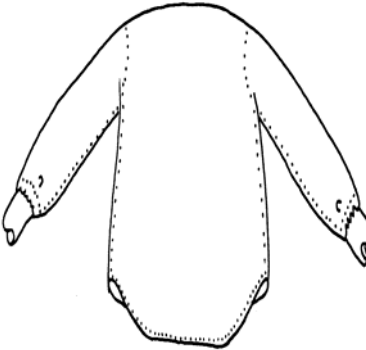
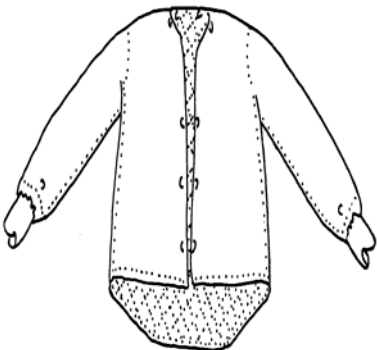
Coat Liner

Front

Back

Front (Inside Out)

Back (Inside Out)



Notes



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PANT INSPECTION DIAGRAM

X location and make brief note of type of repair needed.

Employee Identification Number	Name			
Serial #	Date of Mfgr	Manufacturer	Waist	Inseam

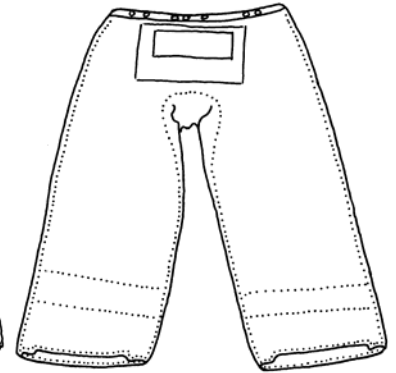
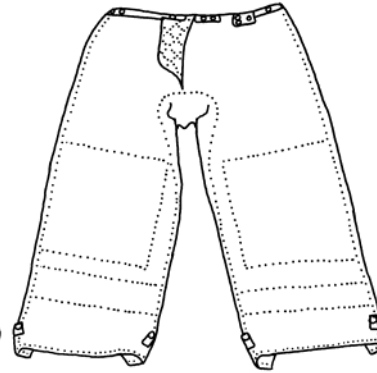
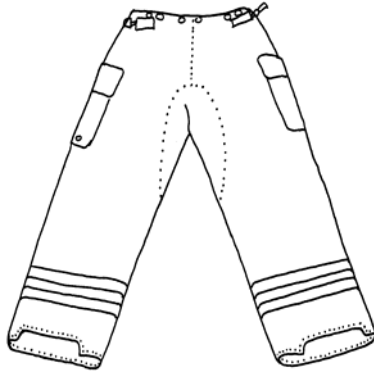
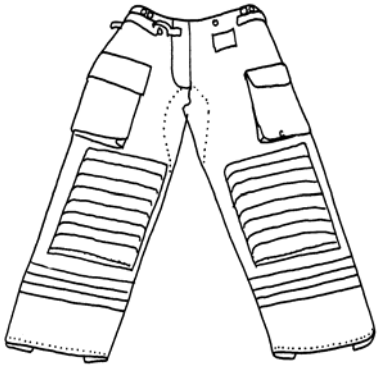
Pant Outer Shell

Front

Back

Front (Inside Out)

Back (Inside Out)



Notes

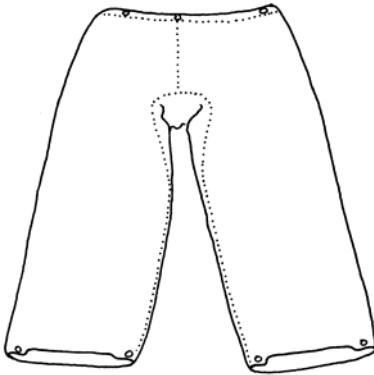
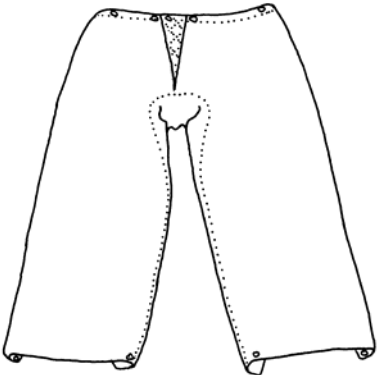
Pant Liner

Front

Back

Front (Inside Out)

Back (Inside Out)



Notes
