**Форма 2**

№\_\_\_\_

№\_\_\_\_\_\_

АКТ выполненных работ от ”\_\_\_” \_\_\_\_\_ 20 \_\_г.

**1. Объект**: {title}

**2. Адрес: {address}**

**ТО**

**3. Причина заявки:**

**4. ЛПР: № пломбы**

**5. Техник:** \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_Прибыл\_\_\_\_\_\_\_\_ч\_\_\_\_\_\_\_\_\_м.

**6. Допуск к работе:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ /\_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио лица представителя или ЛПР) ( должность) (подпись)

**7. Диагн/соответствие:** да нет\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**8. Тип заявки:** платная бесплатная

**9. Рекомендовано:**\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

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**10. Согласие на устранение неисправностей**: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_

(фио) (подпись)

**11. Выполненные работы:**

а) Монтаж б) Демонтаж в) Переключение г) Перенос

д) Замена е) Настройка ж) Чистка з) Перенос и) Другое \_ \_

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**12. Устранено:** частично полностью \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**Доп.:**: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

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(замечания, если есть)

**Заказчик: Техник:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио) (фио)

\_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_

(должность) (подпись) (должность) (подпись)

+7 ( \_ \_ \_) \_ \_ \_ \_ \_ \_ \_ Убыл \_\_\_\_\_\_\_\_\_ч.\_\_\_\_\_\_\_\_\_м.

(телефон)

**Руководитель:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио)

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_ \_

(должность) (подпись)

**Прил.:** 1.Листов\_\_\_\_\_ 2.Фото\_\_\_\_\_\_\_ 3.Доп \_\_\_\_\_\_\_\_

(документ строгой отчетности, оригинал вернуть в организацию)

В пунктах, где предлагаются варианты ответа со значком ненужное зачеркнуть

**Форма 2**

№\_\_\_\_

№\_\_\_\_\_\_

АКТ выполненных работ от ”\_\_\_” \_\_\_\_\_ 20\_\_ г.

**1. Объект**: {title}

**2. Адрес: {address}**

**ТО**

**3. Причина заявки:**

**4. ЛПР: № пломбы**

**5. Техник:** \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_Прибыл\_\_\_\_\_\_\_\_ч\_\_\_\_\_\_\_\_\_м.

**6. Допуск к работе:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ /\_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио лица представителя или ЛПР) ( должность) (подпись)

**7. Диагн/соответствие:** да нет\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**8. Тип заявки:** платная бесплатная

**9. Рекомендовано:**\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

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**10. Согласие на устранение неисправностей**: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_

(фио) (подпись)

**11. Выполненные работы:**

а) Монтаж б) Демонтаж в) Переключение г) Перенос

д) Замена е) Настройка ж) Чистка з) Перенос и) Другое \_ \_

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**12. Устранено:** частично полностью \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**Доп.:**: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

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(замечания, если есть)

**Заказчик: Техник:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио) (фио)

\_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_

(должность) (подпись) (должность) (подпись)

+7 ( \_ \_ \_) \_ \_ \_ \_ \_ \_ \_ Убыл \_\_\_\_\_\_\_\_\_ч.\_\_\_\_\_\_\_\_\_м.

(телефон)

**Руководитель:**

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

(фио)

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ / \_ \_ \_ \_ \_ \_ \_ \_

(должность) (подпись)

**Прил.:** 1.Листов\_\_\_\_\_ 2.Фото\_\_\_\_\_\_\_ 3.Доп \_\_\_\_\_\_\_\_

(документ строгой отчетности, оригинал вернуть в организацию)

В пунктах, где предлагаются варианты ответа со значком ненужное зачеркнуть