

ATT: ENGINEERING, CONSTRUCTION AND TECHNOLOGY DEPARTMENTS SERVICE ALERT

A Chara,

We would like to advise you that having checked our records it appears that you purchased equipment more than one year ago that has not been serviced.

To maintain your insurance cover and warranties all equipment has to be serviced on an annual basis. From a Health and Safety perspective we strongly recommend that you act immediately to protect your staff and students.

Upon completion of any service work we will issue paperwork to show compliance with statutory requirements or advise on whatever remedial work which is required.

If you would like to discuss your exact requirements or put a service plan in place please contact Nicola on 01-8223355 or <u>nicola@centraltechsupplies.ie</u>

Thank you for taking the time to consider this and we look forward to being of service to you.

Yours sincerely, Art Mc Millen





Unit 5, Westpoint Business Park Mulhuddart Dublin 15

Tel: 01 822 3355 email: info@centraltechsupplies.ie Visit our new website www.centraltechsupplies.ie

Workshop Maintenance - Enquiry Form

Establishment _____ Contact _____

Address _____

Email_____Telephone_____Telephone_____

EQUIPMENT SCHEDULE

Please complete this form according to the equipment to be serviced or tested Please use a new page for each workshop ...

Workshop Designation (e.g. Room No.)

1 Machinery Service Inspection and Report

Machine Type	Make	Model	Year of Manufacture

Please note here any specific requirements which may not be covered in a normal service and also any known faults or problems you would like rectified.





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Call Nicola @ 01 822 3354 Email: nicola@centraltechsupplies.ie

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