



TECH SERVICE TODAY LLC
Service: 1-800-973-2022 option 1
www.techservicetoday.com

SERVICE ORDER

Incident #: 498681

Client: AAA Cooper Transportation (Norcross, GA)

Address:

6421 Corley Rd

Norcross, GA 30071-1733

Schedule Date: 12/03/2025

Time: 10:00 AM

Must Bring Items: 6' Ladder, Cat5E, Jacks, Faceplates, Tester/Toner, Punch Tools, Laptop, Label Maker, Labels

Must Bring Documents:

Technician ID

****PHOTOS are required on ALL JOBS (to be submitted at Check Out)****

TST recommends capturing installed and/or removed equipment, cable pathways, terminations and/or labels, possible safety issues, test pages, failed hardware components AND part numbers, and anything else that may be useful for work validation or future reference.

Use Form if Provided OR email Photos@techservicetoday.com

On-site Procedure:

Represent: TST **# of Techs:** 1 **Hour Cap:** Do not exceed NA hour(s) without TST approval

Notes: On Arrival and Check-Out (2 calls):
#1: Call TST (315-272-4880) - you are working TST 498681.
#2: Call AAA Tech Contact Eddie Elmore (334) 648-3299- you are working INC423903.
Any questions, call TST immediately at 315-272-4880.
Additional TC Contact(s): Nathan Hammons (334) 200-6441

Problem Notes:

Job Description:

Troubleshoot Line

Technician Reminder:

Problem Notes:

Trouble CAT6 line on Switch1 port 13, I am getting an open pair D on the cable test

Ensure all cables are punched down on the patch panel and keystone
They are getting an open pair D when I run the cable test on the switch.
This cable runs to a wall data jack 14 at Rufus Judge desk

Ensure phone and computer are working prior to leaving

Client Acknowledgement Section:

Technician Name: _____ **Date:** _____ **Time In:** _____ **Time Out:** _____

Client Name: _____ **Signature:** _____



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Site Visit Information:

Primary Skill Area: Cabling

Service Type: Repair

Complete Applicable Section(s)

Comments

Photo # (send to TST)

Hardware Install/Repair

Make/model serviced

Serial Number(s)

Location of unit(s)

Condition of unit(s)

Failed Part Number(s)

Additional Info

Cabling Install/Repair

Type of Cable

Approx Length

Terminations/port(s)

Cable Path/Environment

Additional Info
