



Network Engineering Technologies
3140 Deming Way
Middleton, WI 53562
www.nettechnology.com

Vendor: 60426
Purchase Order: 644532-1303909-4994
Work Order: 1303909
Service ETA: 7/9/2021 12:00 PM
*Purchase Order MUST appear on all invoices and
emailed to apinbox@nettechnology.com or invoice will be
rejected, Invoice must match this Purchase Order Receipt.

Site Location Information

Customer: WAL-MART
Site Number: 4994
Location: Sams Club
6520 CARLISLE PIKE SUITE #250
MECHANICSBURG, PA 17050
(717) 516-3041
Site Contact: Alex Davis

Technician Information

Technician Name:
Technician Phone:
Techs Manager:

Manager Phone: 4058021262

***** MUST CALL UPON ARRIVAL AND BEFORE SITE DEPARTURE *****

NET Contact Info: Please Call: (608) 827-7949 Ext 1116 *Your call will be handled in the order received* The following Login information is needed: your name, Company Name, work order#, callback number(mobile#)

Scheduling

1 billable technician required Arrival Time: 7/9/2021 12:00 PM

Scope of Work

Sam's Membership Desk Phone Install

Logging In / Out – Please call NET – 608-827-7949 Ext 1116

The store needs 1 new phone installed and programmed at the Membership Desk – the Membership Desk should have a total of 2 phones. The manager may provide the phone to you in a box or it may be installed and not yet programmed. Photos need showing phone installed and working. Call NET if you have any programming issues.

1. Check in onsite with a member of management and confirm they have the phone for the membership desk. MOD HEATHER SAID PHONE IS IN MANAGERS OFFICE
2. Program phone – guide sent with work order as well as located in the portal with work order. Extensions that can be used at the Membership Desk are 6102, 6103, 6104, 6106
3. Any programming issues – call NET tech support for assistance. If you are onsite for me than an hour please send Kate a text (608-509-8822) so she is aware there are issues programming.
4. Photos Needed:
 - a. Surface mount box labeled with switch and port used for new phone (cable test results if there are issues with cable).
 - b. Phone working and connected to data jack
 - c. Close up of phone showing extension # on display
 - d. Photo showing model number of phone at membership desk
 - e. Photo showing the MAC address of phone added
 - f. Overview of the new membership desk with phone installed
 - g. WO signed by MOD

Send all pictures BEFORE YOU LOGOUT to DSS@Nettechnology.com and put only the workorder ID in square brackets on the subject line EXAMPLE [982335]

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Resolution



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Customer - Managers Name (PRINT)

Customer - Managers Name (SIGN)

Date Time

Technicians Name (PRINT)

Technicians Name (SIGN)

Date Time

MANDATORY SIGN OFF OF TECHNICIAN AND CUSTOMER CONTACT MANAGER

Sign Off does not release tech from the job site. Any questions need to be directed to NET Tech Support.