



Incident #: 111877  
Customer Reference #: ..  
Site Name: Tristar Insurance Group  
Site Contact: Lisa Iamonaco  
Address: 833-841 CHESTNUT ST Suite 720

PHILADELPHIA Pennsylvania 19108  
HIA

Site Phone: 215-407-9628

**Please call (281) 668-3211 immediately upon arrival to check in.**

**Scheduled Date and Time: 1/20/2021 8:00:00 AM**

**Scope of Work:**

Tristar Insurance Group  
833-841 CHESTNUT ST Suite 720  
PHILADELPHIA, PA 19108

**SOW**

unbox, rack, and work with Garret Cantrell to get the SDWAN appliance online.

\*\*\*\*call Shardée McKenzie for access 215-592-5000 ext 3929\*\*\*\*

\*\*\*\*\*Garrett Cantrell 214-796-3714\*\*\*\*\*

Please make sure the technician knows that our hallway door is unlocked from 8:00 am until 5:00 pm. In addition, the handle does not turn. You just have to pull on it.

1. Log in/ out with Tech Americas 281-668-3211

\*\*\*SCOPE OF WORK\*\*\*

(\*\*TOOL REQUIREMENTS \*\*)

- \*Laptop w/serial port or usb to serial adapter
- \*4G Wireless card or MIFI, HotSpot, Teethering device etc.
- \*console cable
- \*toner
- \*punch tool
- \*buttset
- \*basic telco and hand tools
- \*300' CAT5 cable
- \*cross connect wire
- \*8' ladder
- \*RJ-45 jacks
- \*mod plugs
- \*Drill

\*\*\*BRING LAPTOP WITH TEAM VIEWER, CONSOLE CABLE, INTERNET ACCESS\*\*\*

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(Collateral)

1. Customer signed work order

2. Site Photos

Must be sent right after execution at [documents@tech-americas.com](mailto:documents@tech-americas.com)

\*\*\* Billing process cannot start until ALL deliverable are received \*\*\*



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Technician Name: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Service Date: \_\_\_\_\_ Departure Time: \_\_\_\_\_

I certify that all work was completed as described by the Scope of Work above.

**I will submit all photos and documentation to lcutliff@intellicomm1.com within 24 hours.**

Technician Signature: \_\_\_\_\_

Customer Signature: \_\_\_\_\_