



**Donnelly**  
HVAC SERVICE & MAINTENANCE  
10000 200 STREET - BAYVIEW, NY 11360  
(718) 252-4157

**FOR SERVICE CALL**  
Shut Down Equipment Immediately in the Event of Unusual Noises

**CHECK BEFORE CALLING**

• Switches Set Properly	• Thermostat Setting
• Breaker Supply On Lock	• No-see Buttons
• Electric Supply to Equipment	

TECHNICIAN: \_\_\_\_\_ DATE: \_\_\_\_\_  
EQUIPMENT: \_\_\_\_\_ MODEL: \_\_\_\_\_  
MAKE: \_\_\_\_\_ VOLTAGE: \_\_\_\_\_  
COMMENTS: \_\_\_\_\_

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