# Service Request Form (To be completed by customer)

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| **Service Type:** |
| **Operating System**  **Application** *(IIS, AD, DNS, DHCP, Exchange and etc…)*  **Add/Installation  Removal/Uninstall**  **Patching**  **Backup**  **Others** |
| **System Information:** |
| List of Machines for the service   |  |  |  | | --- | --- | --- | | **S/N** | **Machines** | **Remark** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  |   ***( Please attach a separate list of Machines, if applying for more than 5 Machines )*** |
| **Service Request Information:** |
| Please state request information. If space is insufficient, please attach additional sheet(s): |
| **Remark:** |
|  |
| **Service Request Implementer*****(To be completed by 1-Net Engineer)*:** |
| |  |  | | --- | --- | | **Estimate Resource Required (Man-hours/days) :** |  |   Please state any request resources, concerns and possible impact. If space is insufficient, please attach additional sheet(s):    ***\*Pre-requisites are required. Please consult the Account Manager*** |
| **Request Processed By: *(To be completed by 1-Net Engineer)*** |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Date Received: | Select date | Date Completed: | Select date | Completed By: |  | |