



SERVICE REQUEST

Thank you for contacting me. Please complete the Service Request below. A site visit will be scheduled at a time most convenient for the both of us for QuickBooks Technical Assistance and/or Training. The charge for this service is \$35.00 per hour. Travel time will be included and you will be billed after each session. Payment is due upon receipt of invoice.

Name (please print) _____

Business/Organization _____

Address _____

City _____, AR Zip: _____

Telephone _____ Best Time To Call _____

Email Address _____

Please check if this is a TRAINING ___ or if it is TECHNICAL ASSISTANCE ___.

Specifically, what do you want to accomplished? _____

Preferred date and time (Please list at least 3 dates): _____

What version of QuickBooks do you have? (example – QuickBooks Pro 2011)

Please return to me by fax or email. My fax number is **(501) 915-8818** and my email address is pbax3@yahoo.com. Again, I appreciate you contacting me and look forward to working with you.

Paul Bax
Certified QuickBooks Pro Advisor

*P. O. Box 8178
Hot Springs Village, AR 71910
Phone: (501) 984-0399
Fax: (501) 915-8818*

