# Annexure 1 – Request for Emergency Maintenance

**(Electronic Version)**

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| **Date of Emergency** | 2000/01/01 | **Facility :** | Click or tap here to enter text. |
| **Time of Emergency** | 00:00 | **Approved By :** | Click or tap here to enter text. |
| **Authorised at Engineering by** : (Select one) | **Designation :** | Click or tap here to enter text. |
| Cornel Badenhorst |[ ]  **Telephone :** | Click or tap here to enter text. |
| Hein Grebe |[ ]  **E-mail :** | Click or tap here to enter text. |
| Stephan Reichert |[ ]  **Fax :**  | Click or tap here to enter text. |

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| **Motivation for request:**  |
| Click or tap here to enter text. |

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| **Action taken by facility:**  |
| Click or tap here to enter text. |

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| **Name of Contractor** | Click or tap here to enter text. | **Tel :** | Click or tap here to enter text. |

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| **Declaration by facility :**  |
| I, Click or tap here to enter text. ,hereby declare that I have read and understand the definition of an emergency and declare that the event described above is a bona fide emergency. I declare that the information provided to Engineering is, to my knowledge, truthful and comprehensive. I understand and accept liability for any denied, fruitless or irregular payments, which may occur because of the misrepresentation of the facts on this form. I understand and have communicated to the contractor that a maximum 15% mark-up is acceptable and that costs and rates must be proven by the contractor in the form of an original supplier invoice at the time of billing. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature |

**For Engineering Office Use :**

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