



# Service Request Form

(248) 348-1180

19430 Gerald Ave. • P.O. Box 5289 • Northville, Michigan 48167 • UrbansGC.Com

|                |       |                  |       |
|----------------|-------|------------------|-------|
| Facility Name  | _____ | Facility Address | _____ |
| Contact Person | _____ |                  | _____ |
| Contact Phone  | _____ |                  | _____ |
| Contact Email  | _____ |                  | _____ |
| Contact FAX    | _____ |                  | _____ |

Preferred contact method

Phone  Email

**Service Category**

**Brief Description of Service Needed**

|                    |                          |                              |
|--------------------|--------------------------|------------------------------|
| General Contractor | <input type="checkbox"/> | _____                        |
| Carpentry          | <input type="checkbox"/> | _____                        |
| Walls & Ceilings   | <input type="checkbox"/> | _____                        |
| Millwork           | <input type="checkbox"/> | _____                        |
| Cabinets           | <input type="checkbox"/> | _____                        |
| Countertops        | <input type="checkbox"/> | _____                        |
| Doors & Hardware   | <input type="checkbox"/> | _____                        |
| Electrical         | <input type="checkbox"/> | _____                        |
| Plumbing           | <input type="checkbox"/> | _____                        |
| Mold Remediation   | <input type="checkbox"/> | _____                        |
| Labor              | <input type="checkbox"/> | _____                        |
| Equipment Install  | <input type="checkbox"/> | _____                        |
| Flooring           | <input type="checkbox"/> | _____                        |
| Concrete & Paving  | <input type="checkbox"/> | _____                        |
| HVAC               | <input type="checkbox"/> | _____                        |
| Operable Walls     | <input type="checkbox"/> | See below for operable walls |

**Operable Wall Service**

Brand & Model \_\_\_\_\_

|                      |       |        |                          |             |                          |
|----------------------|-------|--------|--------------------------|-------------|--------------------------|
| Quantity of Panels   | _____ | Actual | <input type="checkbox"/> | Approximate | <input type="checkbox"/> |
| Length of wall       | _____ | Actual | <input type="checkbox"/> | Approximate | <input type="checkbox"/> |
| Height of wall       | _____ | Actual | <input type="checkbox"/> | Approximate | <input type="checkbox"/> |
| Width of main panels | _____ | Actual | <input type="checkbox"/> | Approximate | <input type="checkbox"/> |
| Panels with doors    | _____ | Actual | <input type="checkbox"/> | Approximate | <input type="checkbox"/> |

Best time & dates for service \_\_\_\_\_

Notes: \_\_\_\_\_

Any helpful photos can be emailed directly to specific departments on our contact page (UrbansGC.Com).

Email To: Service@UrbansGC.Com    OR    Fax To: 248-348-7858