



PERIODIC MAINTENANCE SERVICE REQUEST FORM

Global Power Supply is proud to offer Periodic Maintenance, Monitoring Services, and 24/7 Service Repair. Tailored to meet your company's needs based on your back-up power and UPS applications.

CUSTOMER INFORMATION

Company Name: _____
Contact Name: _____
Phone: _____
Email: _____
Service Address: _____
City: _____ State: _____
Zip: _____

PERIODIC PLAN SERVICE REQUESTED

(Select one.)



BRONZE INSPECTION

Written inspection report
Photos
Top off fluids
Mobile unit trailer inspection
Wheel bearing grease and oil (mobile units)



SILVER SERVICE

Bronze Package plus
Unit Inspection
Replace Oil
Oil Filter



GOLD SERVICE

Silver Package plus
Fuel Filter(s)
Air Filter
Fuses
Spark Plugs (if applicable)



PLATINUM SERVICE

Gold Package plus
Belts
Hoses
Coolant



UPS SYSTEM INSPECTION

UPS System Inspection

- ☐ Visual Inspection
- ☐ Electrical System Testing
- ☐ Battery System Maintenance
- ☐ Internal Component Inspection
- ☐ Firmware / Software & Alarms
- ☐ Functional Testing
- ☐ Periodic Maintenance Actions
- ☐ Service Report

Add-Ons for UPS Only

- ☐ Infrared thermographic scanning (identify hot spots)
- ☐ Harmonic analysis and power quality assessment
- ☐ Remote monitoring setup and integration
- ☐ Lifecycle planning (battery replacement, capacitor aging)



EQUIPMENT INFORMATION

Generator Manufacturer: _____
Model: _____ Serial Number: _____
kW Rating: _____
Fuel Type: ☐ Diesel ☐ Natural Gas ☐ Propane ☐ Other _____
Transfer Switch Manufacturer: _____
Transfer Switch Model: _____
Hours of Generator: _____

*Bronze to include on unit - Engine Electrical, Generator, Safety Controls, Instruments, Air Induction & Exhaust, Lubrication System, Cooling System & pH check, Fuel System, Automatic Transfer System with Transfer Mechanism Test, Lubricate Generator Bearings, Generator/Site Condition Report, Pictures, and Quote for Repair (If Applicable).



ADDITIONAL SERVICES REQUESTED

(Select all that apply.)

Generator Services

- ☐ Coolant Change (Gallons)
- ☐ Battery Replacement
- ☐ Valve Adjustment
- ☐ Clean Radiator Fins
- ☐ Megger Testing Alternator
- ☐ Monitoring

Fluid Analysis

- ☐ Oil Sample Test (Basic)
- ☐ Coolant Sample Test (Basic)
- ☐ Fuel Sample Test (Basic)

Testing

- ☐ Load Transfer Test
(30-min start/cool down)
- ☐ Full Load Bank Test
- ☐ Building Load Bank Test
- ☐ NFPA 4 hour Load Bank Test

Fuel System Services

- ☐ Fuel Snake 3' (36' /2.5" diameter) (6 Mo)
- ☐ Fuel Treatment 24 Oz (1oz / 10 gal)
- ☐ Fuel Polish

*Any repairs outside of the standard scope of work, will be quoted from Global Power Supply and forwarded to customer for approval. Additional charges and/or subcontractor fees may be incurred due to updates and changes to state and local guidelines, quotes will be updated per necessary requirements.

*Scope of services is subject to change without notice.