



### Manual Proof of Service Form

*We recommend you use our mobile application in order to complete an order.*

During mobile non-availability, use this form to receive customer's signature after completing the service.

You will need to upload this form to [www.sellercentral.amazon.com](http://www.sellercentral.amazon.com) to get paid for the order. Learn more about how to upload [here](#)

*Please print a copy of this document and keep handy at all times.*

*To be completed by the service provider:*

**Company Name**

Apollo Assembly

**Order ID (17-digit)**

**Technician Name** (First)

(Required to get paid)

(Last)

**Service Description**

**Service start date  
and time**

**Service end date  
and time**

*To be completed by the customer:*

Were you contacted within one business day of purchasing this service?

Yes ☐

No ☐

Did you receive an e-mail confirming your appointment?

Yes ☐

No ☐

N/a ☐

Was your service completed as specified on Amazon.com?

Yes ☐

No ☐

**Comments/feedback (optional):**

**Customer First Name**

**Customer Last Name**

**Customer Signature and Date**

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