



HEINLEIN SUPPLY CO.

Heating, Ventilating, Air Conditioning Equipment
5516 N ELSTON AVE CHICAGO, IL 60630-1379 PH#:773-774-8616 FX#:773-774-8622

Request for: Quote Purchase Order

PARTS INQUIRY OR ORDER FORM

CONTACT: _____ P.O.#: _____

COMPANY: _____

ADDRESS: _____

City: _____ State: _____ Zip: _____

PHONE #: _____ FAX #: _____

E-MAIL ADDRESS: _____

INFORMATION FROM THE UNIT HEATER NAME PLATE

1. MODEL NUMBER: _____

2. POWER CODE: _____

3. CONTROL CODE: _____

4. SERIAL NUMBER: _____

5. PART NUMBER (S) & NAME _____

PART #	QTY	DESCRIPTION

6. DATE PARTS OR UNIT INSTALLED: _____

7. DATE PART FAILED: _____

8. EXPLANATION OF FAILURE: (ex. – motor has locked rotor, gas valve will not hold pilot, crack at weld, etc. _____)