



AC Service & Duct Cleaning

Ref. ARC-SR-0000 · Completed

SAMPLE REPORT

CLIENT [REDACTED]	PROPERTY [REDACTED]	AREA Dubai Marina
VISIT DATE DD Month YYYY	TECHNICIAN Arcta AC Technician	UNITS SERVICED 3 ducted split units

SUMMARY

CONDITION BEFORE Poor	CONDITION AFTER Good	EXTRA WORK DONE None without approval
--------------------------	-------------------------	--

Filters were heavily clogged and mould was visible on the living room supply grille. All three units were cleaned and the living room duct run was cleaned through to the grille. Cooling and drainage were checked and working normally on completion.

FINDINGS BY UNIT

UNIT	FOUND	BEFORE	AFTER
Living room	Filters clogged with dust and lint. Mould on supply grille louvres. Dust build-up inside supply duct.	Poor	Good
Master bedroom	Filters dusty. Grille and drain tray in fair condition.	Fair	Good
Bedroom2	Filters dusty. Slow drainage from drain tray.	Fair	Good

WORK CARRIED OUT

- Filters removed, washed, dried and refitted on all 3 units
- Supply grilles removed, deep cleaned and refitted
- Living room supply duct cleaned through to the grille
- Drain trays cleaned and drain lines flushed
- Cooling and airflow checked on all units after service
- Work area covered and cleaned before leaving

BEFORE & AFTER



Living room supply grille



Living room supply duct



Living room filters



RECOMMENDATIONS

- 1 Clean filters every 3 months. The living room unit gathers dust fastest.
- 2 Coil deep clean recommended on the living room unit within 6 months. Quote available on request.
- 3 Monitor Bedroom 2 drainage. Report any drips from the ceiling unit straight away.

NEXT SERVICE DUE
DD Month YYYY

QUESTIONS ABOUT THIS VISIT
+971 50 554 0919

TECHNICIAN

Signed on completion

CLIENT / TENANT

Signed on completion