PEST TECH RESEARCH

Pest Control Service Report Template

Original blank customer-facing visit report. Not a substitute for jurisdiction-specific pesticide records, required notices or an official WDI form.

Business / customer	Job and document details
Business: [Your company] Address: [Business address] Phone/email: [Business contacts]	Document number: [Unique ID] Issue date: [Actual date] Related job: [Job ID]
Customer: [Customer name] Billing address: [Address] Service property: [Address]	Contact: [Name and method] Service date: [Actual visit date] Prepared by: [Authorized person]
Visit record	**Details**
Arrival / departure	[Actual times and time zone]
Reason for visit / agreed scope	[ ]
Observed evidence and exact locations	[Pest, activity, condition, photo IDs; distinguish observation from inference]
Work performed	[Actual methods and areas serviced; do not prefill completed work]
Materials / treatment record reference	[Separate complete application log ID, if applicable]
Unserviced / inaccessible areas	[Location and reason]
Customer actions / follow-up	[Action, responsible person and date]

Closeout and acknowledgment

Technician: [Name / required credential if applicable]
Report completed: [Actual date/time] • Attachments: [Photo IDs / documents]
Customer acknowledgment: [Optional acknowledgment of receipt only]
Questions or corrections: [Business contact]

Do not use an acknowledgment to imply that the customer waives rights, approves unperformed work or guarantees treatment results. Follow label instructions and applicable notice requirements separately.