HUNTER & CO. WORKFLOW CONSULTING LLC

Equipment register audit pilot order

We will audit one equipment export from your maintenance management system (CMMS). You receive an editable exception register and counts of records needing correction, with each issue tied to its source row.

Fixed pilot fee	Upfront after signing	Balance at acceptance
$1,000	**$1,000**	**$0**

Buyer legal name

PO / order ID

Reviewer and email

Invoice email

Source file and version

MSA date / ID, if any

Files and audit checks

Supply up to 500 asset rows in one authorized CSV or XLSX, your approved site and location list, and available field definitions. We check asset ID, site, location, class, manufacturer, model, serial and maintenance-plan reference where present. The buyer identifies which fields are required.

Acceptance examples A duplicate asset ID links to both source rows. An unrecognized site receives an exception, and a missing inspection reference stays open for the facility team. Each source row appears in the audit and the summary reconciles to the received row count.

This is a desk review of supplied data. Field inspection, tagging, CMMS writeback, creation of maintenance intervals and certification of regulatory compliance require separately qualified work.

Start and acceptance

Both parties confirm a staffed start date before signing. HWC then invoices the full $1,000 plus applicable tax. We deliver within five business days of the actual start after the payment clears and we receive the agreed files through the approved transfer route.

The reviewer has five business days from delivery to accept by email or send one list of row IDs and unmet checks. HWC corrects in-scope errors at no charge and returns the file for written acceptance. Additional work requires a separate written order.

Portfolio cleanup The audit is standalone. We can quote portfolio cleanup separately after the reviewer confirms sites, record counts, mapping rules and acceptance criteria.

Confirmed start date

Approved transfer route

An existing MSA identified above applies. The buyer confirms it can share the agreed export. This order requires both authorized signatures.

Buyer signature

Name / title

Date

HWC signature

Name / title

Date