



Service Request Form

F 5.30.1 Rev. 3.5 10/19/18 Approved: TN

Company Name: _____ Date: _____
 *Contact Name: _____ Email: _____
 *Must be authorized to approve repairs
 Phone: _____ Fax: _____

<u>Billing Info</u>	<u>Shipping Info</u> <input type="checkbox"/> (Same as Billing)
Address: _____ _____	Address: _____ _____
City: _____	City: _____
State: _____ Zip: _____	State: _____ Zip: _____
<input type="checkbox"/> PO Number: _____	Return Via:
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard (PO Required if No CC)	<input type="checkbox"/> UPS Ground <input type="checkbox"/> UPS Blue <input type="checkbox"/> UPS Red
Credit Card No: _____	<input type="checkbox"/> Local Pickup
Expiration Date: _____ CCV: _____	Location: _____
Signature: _____	Other: _____

Unit Information

Make & Model: _____ Serial Number: _____
 Service Required: _____
 Description of problem: _____

 Additional Info: _____

Yes, I would like to receive a rental unit with 15% discount off rental fees while my unit is being repaired. Please send a unit to the above shipping address immediately.

Please RUSH my repair for an additional \$100 (does not apply to fall blocks).

I acknowledge that should repairs be declined, a minimum evaluation charge of \$75 plus shipping and handling will be charged per unit. Further, unit repairs that have not been authorized within 15 days of evaluation are assumed declined and will be returned with the \$75 evaluation charge. I also certify that the equipment described above has been thoroughly cleaned and decontaminated of all chemical, biological and radioactive contaminants and also certify that the returned unit is safe for unprotected human contact

Name: _____ Signature: _____
 **Must be signed before any work is done to your equipment

Safeware Information Customer ID _____ SWO Number: _____

7079 Oakland Mills Rd
 Columbia, MD 21046
 800-331-6707
 301-683-1242 F

10750 Irma Drive, Suite 13
 Northglenn, CO 80233
 800-341-9408
 303-322-1992 F

510 Eastpark Court, Suite 120
 Sandston, VA 23150
 800-814-7898
 804-236-0429 F

2445 Hilton Dr. Suite 119
 Gainesville, GA 30501
 770-963-0207
 678-450-8698 F

techservices@safewareinc.com

www.safewareinc.com

****Mark Packages ATTN TECHNICAL SERVICES**

****Do Not Ship Calibration Gas with your Instrument**

An additional \$35 hazmat fee will be assessed if shipped back to you.