Instrument Technology Corporation

Print Form

Service Request

Service Center Shipping Address
646A Portal St.
Cotati, CA 94931, CA
Phone: 707.793.0673
800-519-1998
Fax: 707.793.0675
service@instecorp.com

Bill to:

Company Name:
Contact Name:
Address:
City: **State:**
Zip/Postal code:
Phone: **Fax:**

E-mail

Ship to: (if different)

Company Name:
Contact Name:
Address:
City: **State:**
Zip/Postal code:
Phone: **Fax:**

E-mail

☐ 24 Hour Rush Service Required. ($175.00 will be added to repair costs if time and materials are available.)

~~☐ Bay Area pick-up/delivery requested. $60.00 per location per direction. Deliveries and pick-up are on Fridays only.~~

Item	Serial Number

Describe problems or symptoms

Note: Pack Units Securely - **no foam peanuts** please. We are not responsible for shipping damage.
Enclose this form and recent invoice if under warranty.
Ship to the address above - freight prepaid.

Equipment shipped without boxes or poorly packed will be boxed and packed as needed by ITC prior to return shipment at additional cost. Diagnoses without service or refusal of service estimate is $100 per unit.

Units requiring cleaning to service will incur a $50 cleaning charge

Person signing is authorized to contract for service and understands that all service work is is payable prior to return.
All service work carries a 90 day warranty unless specified otherwise.

Authorized By:

Print Name