

ATAGO USA Service Request Form

Directions: In order to have your ATAGO product inspected, please completely fill in the form below.
Any missing information could delay the inspection process.

Tips and Shipping information:

- Clean unit thoroughly, otherwise a \$30.00 cleaning fee may apply
- Package instrument in original storage case if possible
- Use 2-3 inches of packing material on all sides when shipping
- Insure package for full value when shipping

Ship To: ATAGO USA
 Attn: Service Dept
 14432 SE Eastgate Way #450
 Bellevue, WA 98007

Date: _____ **Service Order Number # R** _____

Company Information:

Company Name: _____

Contact Name: _____

Accounts Payable Contact Name: _____

Shipping Address: _____

Billing Address: _____

Phone: _____ State _____ Zip _____

Phone: _____ State _____ Zip _____

Email: _____

Email: _____

Instrument Information:

NIST Traceable Calibration YES NO

Preventative Maintenance (PM Service) YES NO

*Only applicable for certain benchtop models.

As Found, As Left Data (AFAL) YES NO

*Additional \$25.80 for Handhelds
 \$70.00 for Benchtop / In-Line

Model : _____

Serial Number : _____

Purchase Date : _____

Date Problem Occurred : _____

N/A:

Sample

Information

Please check the corresponding items →

- Food _____
- Beverage _____
- Medical _____
- Chemical _____
- Coolant _____
- Oil _____
- Other _____

Sample Measurement Range

Per our procedure, any data stored in your unit will be deleted. ATAGO will not be liable for restoring the data

Additional Comments:

Please include any error messages, erroneous readings, or abnormalities.

Payment Information:

Service inquiries under \$5,000 must be paid by Check, ACH or Credit Card

Choose Card Type:



Card Number: _____

Expiration Date: _____

Signature _____

Date _____

* By signing above, I authorize ATAGO USA Inc. to perform initial inspection and understand that an inspection fee of **\$50.00** (+ shipping) may be applicable. Once the instrument is received and inspected, ATAGO will provide a detailed diagnosis and quotation for repair/replacement. Approval will be required before any repair is performed or any charges are applied to the credit card. If inspecting under warranty, no inspection fee will be charged.