

INSTRUMENT CALIBRATION / INSTRUMENT REPAIR - REQUEST FORM

Your PO Number:	Date:
Instrument owned by (Company Name):	
Address	
City, State, Zip	

Return Shipping Address if different than above:
Address
City, State, Zip

Contact Person:	Do you want it insured? <input type="checkbox"/> Yes <input type="checkbox"/> No
Contact Person's Telephone Number:	Do you want us to use your shipping account? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, which carrier?: _____ Acct #: _____

Instrument Manufacturer:	Serial Number:
Instrument Model Number	Identifying Markings:
Do you want the "as received" (before and after) readings*? <input type="checkbox"/> Yes <input type="checkbox"/> No * there is an extra charge for this	Detailed description of problem(s), if any:

Service(s) requested: (check one or more boxes)

CALIBRATION: <input type="checkbox"/> Calibration <input type="checkbox"/> As received report (there is an extra charge for this)	REPAIR: (provide detailed description of problem(s) above) <input type="checkbox"/> Repair estimate only (no cost) <input type="checkbox"/> Repair
--	---

Special Instructions:

Please send the instrument to:

**Far West Technology
 Calibration Department
 330 South Kellogg Ave., Suite D
 Goleta, CA 93117**

Turnaround time is 2 – 3 days for calibration. Repairs take longer. If you need a faster turnaround, please let us know.

If you have any questions please call: (805) 964-3615. We are located about 100 miles north of Los Angeles (just west of Santa Barbara).

We normally ship FedEx 2-day. We will not insure the shipment unless you state otherwise.