



**Curtis Instruments (UK) Limited**  
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**CURTIS**

**General Repair Form**

Please complete this form in its entirety and return it to Curtis UK, by fax or email, before sending the item. Any missing information may delay the processing of your service request. Upon receiving your unit, Curtis will contact you with a returns number and quote (if possible) before any repairs are completed.

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Ship To Address:

Bill To Address:

Same As  
Ship To  
Address

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Purchase Order Number (non-warranty repairs): \_\_\_\_\_

Part Number: \_\_\_\_\_ Model: \_\_\_\_\_

Serial Number (required for all Controller and charger returns) : \_\_\_\_\_

Part Number: \_\_\_\_\_

Failure Symptoms: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Quantity: \_\_\_\_\_ Equipment/Vehicle Manufacturer: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**IMPORTANT:** Please provide a contact name and telephone number for someone we can discuss this issue with, if required, during the course of our investigations.

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_