



*If you have already requested a quote from us, you do not need to complete this form. Simply send your item in with the quote we sent you. To simplify filling out this form, press the tab button to go from one field to the next.*

**Client Information**    Customer #: \_\_\_\_\_    PO #: \_\_\_\_\_

*If Customer & PO # filled are in, you can disregard this section*

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

Billing Address: \_\_\_\_\_

Street No and Name

City

State

Zip

Ship To Address: \_\_\_\_\_

Street No and Name

City

State

Zip

Contact: \_\_\_\_\_  
(to receive quote)    Name    Title

Telephone

Fax

E-mail

Carrier: \_\_\_\_\_  
Preferred Carrier    Account #

**Equipment Information**

Brand: \_\_\_\_\_ Model: \_\_\_\_\_

Serial #: \_\_\_\_\_

Problem: \_\_\_\_\_

Service Required:  Calibration     Repair    *Lead times for repair services vary.*

Under Guarantee:  Yes     No    If Yes:

Original PO #: \_\_\_\_\_ Invoice #: \_\_\_\_\_ Purchase Date: \_\_\_\_\_

**Fill in and print this form to send it in with your equipment to:**

**Global Test Supply -- Attention: Service**  
312 Raleigh Street, Suite 9, Wilmington NC 28412

Fedex can't reliably deliver packages to our location. To avoid long delays we recommend you use another method of shipping.

Verify that the document has printed correctly before you close your browser. The modifications you make will not be saved. Once we're ready to return your instrument, we will make every effort to communicate with you to make arrangements. On rare occasions when there's no response from you, after 1 year we will dispose of your instrument.

