

**Earth Vector Systems, LLC**

1710 Allied St #20-B

Charlottesville, VA 22903

434-817-5000 · 434-817-5010 Fax

**REPAIR REQUEST**

**This form must be completed prior to repair**

Date \_\_\_\_\_

Contact: \_\_\_\_\_ Ph: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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

Street: \_\_\_\_\_ Ste/Fl: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Attn: \_\_\_\_\_ Ph: \_\_\_\_\_ Fax: \_\_\_\_\_

**PLEASE SEE REVERSE**

**For non-warranty repairs, payment information must be provided for repair to proceed**

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**EQUIPMENT** – Please list each item including cables, etc: use a separate sheet if necessary

Equipment: \_\_\_\_\_ S/N: \_\_\_\_\_

Equipment: \_\_\_\_\_ S/N: \_\_\_\_\_

Equipment: \_\_\_\_\_ S/N: \_\_\_\_\_

Equipment: \_\_\_\_\_ S/N: \_\_\_\_\_

Please provide a concise but complete description of the problem or damage:

Is an estimate required:  Yes  No Name of person who will approve repair: \_\_\_\_\_

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**REPAIR POLICIES**

- Estimates do not include shipping & handling
- Estimates must be acted upon by customer within 14 days of receipt or equipment will be returned and evaluation fee assessed.
- For non-warranty repairs, a \$120 minimum evaluation fee will be charged in the event client elects not to repair equipment
- Flat-rate equipment rentals are available while units are under repair. Please call for details.

**Payment Information**

Credit Card #: \_\_\_\_\_ Exp: \_\_\_\_\_

Name on Card: \_\_\_\_\_

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

\_\_\_\_\_

Cardholder telephone: \_\_\_\_\_ email: \_\_\_\_\_

**Payment Information -- EVS Account patrons only**

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

Purchase Order #: \_\_\_\_\_

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

\_\_\_\_\_

Accounting contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_