

# **Return Material Authorization (RMA)**

Please complete this form and send it along with the item(s) being returned to:

Guth Laboratories Inc. 590 North 67th Street Harrisburg, PA 17111-4511 U.S.A.

If you are sending an item for repair or return:

- Please enclose receipt of this completed form with the item, required for the repair process.
- When possible ship items in their original shipping container.

_	Contact Information
	Name: *
	Company:
	Phone Number:
	Fax Number:
	E-mail Address: *

Billing Information Company:	Shipping Information Company:
Phone Number:	Phone Number:
Street Address:	Street Address:
City:	City:
State:	State:
Zip:	Zip:

All repairs are returned via ground service unless otherwise requested. If you would like a faster return method please select an option below. Your account will be billed accordingly.

Next Day 2nd Day Ground

Guth Laboratories, Inc reserves the right to return the instrument unrepaired along with an invoice for 1 hour labor per unit, plus all shipping charges if we do not receive a response within 15 days of the e-mailed / faxed estimate.

A 1 hour evaluation fee will apply to estimates which are not repaired.

## - Instruments

Please enter the Instrument Model, Serial Number and Reason for Return for each item being sent for repair. Instrument Model:

Serial:

Return or Repair: Return Repair

Detailed Description of Problem: \*

#### Authorization

I Authorize Repairs Up To: All \$125 \$200 \$300 Other If other please specify: Payment: Open Account COD / Credit Card Other If other please specify: If other please specify:

Name:

Title:

Date:

# Print and Submit

Please keep this information for your records, print, and enclose receipt of this completed form along with the item(s) being returned.

## **Guth Laboratories, Inc**

590 North 67th Street Harrisburg, PA 17111-4511 US: 1-800-233-2338 Int'l: 1-717-564-5470