

**Step 1: Contact Information**

**Bill To:**

Name: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Address Line 2: \_\_\_\_\_  
 City/ State/ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Ship To:**  Same as Bill to

Name: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Address Line 2: \_\_\_\_\_  
 City/ State/ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Step 2: Payment & Return Shipping Options**

Instrument evaluations are performed at no cost. Results are reported and emailed with a quote to the customer. Repairs are completed only after approval is received and an order is placed. Payment can be made by Visa, MasterCard, or American Express. Purchase Orders are accepted for customers with approved credit.

Ship via (choose one):  Prepaid & Add  FedEx Account #: \_\_\_\_\_  UPS Account #: \_\_\_\_\_

Shipping Method (choose one):  Ground  2nd Day  Next Day  Next Day Early AM

**Step 3: Equipment Information**

Model	Serial Number	Reason for Service

**Step 4: Cleaning Certificate**

Remove all environmental contamination. An additional cleaning fee may be charged for excessively dirty products.

Contaminants (if known): \_\_\_\_\_

Cleaning Agents Used: \_\_\_\_\_

Radiation Exposure:  (check if product has been exposed to radiation)

Radioactive Decontamination Certified:  (check if product has been exposed to radiation and decontaminated)

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 5: Print and Ship**

Print this form and include with your shipment. Keep a copy for your records. Ship instruments to:

**Fondriest Environmental**  
**ATTN: Service & Repair Department**  
**2091 Exchange Court**  
**Fairborn, OH 45324**

Call our Service & Repair Department at **888.426.2151** or email **customer@fondriest.com** for more information.