



307 S Michigan Ave  
Hastings, MI 49058  
ph: 269-945-8840      fx: 269-945-3733

### REPAIR REQUEST FORM

*If you have a repair please call our office at 269.945.8840*

FACILITY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_

**PURCHASE ORDER NUMBER:** \_\_\_\_\_

**REPAIR REQ BY:** \_\_\_\_\_

**MODEL:** \_\_\_\_\_ **SERIAL NUMBER:** \_\_\_\_\_

**SCOPE ID:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

DESCRIBE PROBLEM: \_\_\_\_\_

\_\_\_\_\_

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PLEASE CIRCLE WHAT APPLIES

THIS INSTRUMENT HAS BEEN:    CLEANED    DISINFECTED

METHOD USED: \_\_\_\_\_

DO YOU PRE APPROVE THIS REPAIR AS LONG AS IT DOES NOT EXCEED \$500.00?    YES    NO / \$1,000.00    YES    NO