



SERVICE/REPAIR ORDER FORM

Company:	Phone:	Date:
Return Address:		
	City:	State: Zip:
Contact Name:	Fax:	Email:

Service	Price Each	Qty.	Service(s) Total	Initial to Authorize
Re-Certification (7-10 days) Verify instrument is in calibration, affix calibration certification label, provide calibration certificate and issue test report with gauge reading.	\$80.00			
Clean/Correct Minor repairs/cleaning to correct any minor problems found which limits ability to calibrate. If unit fails after performing minor repairs/cleaning to the unit, fee will be credited if you choose to repair the unit with us.	Up to \$50.00			
Standard Repair - Include Repair Request Questionnaire Includes re-certification, requiring (any or all) cleaning, recalibration, lens, fitting and/or valve replacement, diaphragm replacement.	\$250.00			
Rebuild - Include Repair Request Questionnaire Includes re-certification, complete rebuild parts and labor.	\$400.00			
Expedite Fee Contact us for availability and price (503) 570-8689	Call for Quote			

Shipping & Handling: <ul style="list-style-type: none"> \$25.00 UPS Ground UPS Next Day Air - Call for Quote (503) 570-8689 <i>*Note: Credit card payments incur a 3% fee on order total.</i>	Service(s):	\$
	Sales Tax (WA/ID):	\$
	Subtotal:	\$
	Expedite Fee:	\$
	Shipping & Handling:	\$
	*Total:	\$

Payment Method: Visa MasterCard American Express

Card Number:	Expiration Date:	Security Code:
Name on Card:	Signature for Charges:	

Shipping Instructions:

- Box up unit in a slightly oversized box with sufficient packing to ensure protection from any damage occurring during shipping. Note: This same box (in most cases) will be used to return the unit. Mark the outside of the box with your company name.
- Remove any adapter connection fittings or tools from your unit (not needed for calibration). Include all hoses, gauges, etc. required for operation. Filters must be in the unit when received or Mid-West 5 year warranty is void.
- Unit must be free of any liquid to avoid freezing during transit.
- Include completed order form. Indicate if any known repairs are needed or if abnormal service conditions were experienced.

**SHIP UNIT PREPAID TO: Proctor Sales 27180 SW 95th Avenue, Suite 3370
 Wilsonville, OR 97070**