



*Please complete all information requested below.*

The Customer Experience Team requires the following to provide a Service Return Order (SRO) number.

<b>Instrument Serial Number(s):</b>	<b>Primary Contact:</b>	<b>Secondary Contact:</b>
	<b>Email:</b>	<b>Email:</b>
	<b>Phone #:</b>	<b>Phone #:</b>
<b>Ship To Address (End User):</b>	<b>Bill To Address (Accounts Payable):</b>	
<b>Company Name:</b>	<b>Company Name:</b>	
<b>Address:</b>	<b>Address:</b>	
<b>City/State/Zip:</b>	<b>City/State/Zip:</b>	
<b>Method of Shipment:</b>		<b>Method of Payment for Return Shipping:</b>
<input type="checkbox"/> FedEx <input type="checkbox"/> UPS		<input type="checkbox"/> Prepay & Add to Invoice      OR <input type="checkbox"/> Ship Collect <i>(Via FedEx only)</i>
<b>Service Level:</b>		<b>Provide Shipping Acct.</b>
<input type="checkbox"/> Ground <input type="checkbox"/> Overnight		
<i>If shipping is included in your contract, ground service will be used.</i>		<input type="checkbox"/> <b>Insure Amount:</b> <i>(Optional)</i>

**General Conditions**

**Purchase Orders:** A hard copy must be submitted, including company Terms & Conditions.

**Service Warranty:** 60 days parts and labor from shipment date of repaired instrument.

**Terms:** Purchase order Net 30 or credit card.

**Hunter Associates Laboratory, Inc.** (HunterLab)

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**Thank You For Your Business!**  
*HunterLab Customer Experience Team*