

ACCESS ELECTRONICS, INC.
1 HENRY FORD CIR - SUITE 103 - WALDORF, MD 20602
301-645-1733

DRIVE REPAIR INFORMATION

*****CALL TO OBTAIN CURRENT REPAIR LEAD TIMES*****

COMPANY NAME: _____

BILLING ADDRESS:

SHIPPING ADDRESS:

OFFICE CONTACT: _____ **PHONE #:** _____

EMAIL CONTACT: _____

MECHANIC CONTACT: _____ **PHONE #:** _____

PO AND/OR JOB: _____

DRIVE MANUFACTURER/PART #: _____

INTERMITTENT ISSUE? YES ____ NO ____

PROBLEM DESCRIPTION:

PLEASE CHOOSE ONE:

NOT SHUTDOWN/STANDARD REPAIR: _____

SHUTDOWN/RUSH REPAIR: _____

EXPEDITE REPAIR*: _____

*MUST CALL AHEAD FOR ALL EXPEDITED DRIVE REPAIRS. DRIVE WILL BE GIVEN TOP PRIORITY AND A \$750 FEE (ADDED TO COST OF LABOR) WILL APPLY

HOW SHOULD WE RETURN? FEDEX ACCT#: _____ **BILL US:** _____

PICK-UP ____ GROUND ____ 2ND DAY ____ OVERNIGHT (10:30AM) ____

FIRST OVERNIGHT (8:30 AM) ____