



Delmhorst Instrument Co.
Service / Return Form

Rev. 06-2022

To expedite your service request, please complete and include this form with your unit(s) to be serviced.
Normal turnaround time is approximately 10 business days.

Today's Date:	____/____/____	Company Name:	_____
Account #:	_____	Contact Person:	_____
Tel #:	(____) _____ - _____	Cell #:	(____) _____ - _____
E-mail:	_____		

BILLING ADDRESS

Address 1:	_____	City:	_____	State:	_____
Address 2:	_____	Zip Code:	_____	Country:	_____

SHIPPING ADDRESS (If different from Billing Address, No PO Boxes)

Address 1:	_____	City:	_____	State:	_____
Address 2:	_____	Zip Code:	_____	Country:	_____

DEVICE INFORMATION

Model:	_____	Serial #:	_____	Date of Original Purchase:	_____
				(If under warranty, include copy of original invoice)	
Model:	_____	Serial #:	_____	Date of Original Purchase:	_____
				(If under warranty, include copy of original invoice)	
Briefly Describe Problem(s): 					

INSTRUCTIONS

All meters are recalibrated regardless of service performed.

- ☐ Service: Please contact me with an estimate (the cost of non-warranty service starts at \$125)
- ☐ Warranty-service: Items are serviced and returned at no charge if shipped within the U.S. via UPS Ground

Please indicate if either of the following is needed:

- ☐ Letter of Certification (NIST Traceability) (\$30 NET)
- ☐ Letter of Certification with Before and After Readings (\$50 NET)

Signature: _____ Date: _____

Delmhorst Instrument Co.
Attn: Service Department
51 Indian Lane East
Towaco, NJ 07082