



# Customer RMA Checklist

Date: \_\_\_\_\_  
 P.O.#: (not required) \_\_\_\_\_  
 RMA# (TBD): \_\_\_\_\_

\* fields are required

**B I L L I N G**

Company Name\*: \_\_\_\_\_  
 Dept/Room: \_\_\_\_\_  
 Street\*: \_\_\_\_\_  
 City\*: \_\_\_\_\_  
 State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

**S H I P P I N G**

Company Name\*: \_\_\_\_\_  
 Dept/Room: \_\_\_\_\_  
 Street\*: \_\_\_\_\_  
 City\*: \_\_\_\_\_  
 State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_  
 Attention: \_\_\_\_\_

Contact Name\*: \_\_\_\_\_ Return Ship Method: Choose One --> Ground  
 Contact Email\*: \_\_\_\_\_ Account # (FedEx, UPS): \_\_\_\_\_  
 Contact Phone\*: \_\_\_\_\_

Name of company to be printed on the Certificate of Calibration\*: (case sensitive) \_\_\_\_\_

## RMA#:

**Super Expedite Inspection and Quote Service (24 hr.)**  
 Only Power and Energy meters/sensors  
**\$100 Per item**  
 (NOT AVAILABLE ON PHOTON OR BEAM PROFILING EQUIPMENT)

**Expedite Inspection and Quote Service (3 Day)**  
 Only Power and Energy meters/sensors  
**\$50 per item**  
 (NOT AVAILABLE ON PHOTON OR BEAM PROFILING EQUIPMENT)

**Standard Inspection and Quote Service (5 Day)**  
 Only Power and Energy meters/sensors  
 (NOT AVAILABLE ON PHOTON OR BEAM PROFILING EQUIPMENT)

**Photon and Beam Profiling Equipment standard lead time 2 – 3 weeks**

Description	Part Number *	Serial Number *	Repairs Needed	Problems with Unit	Primary Wavelength Used	Special Notes
1.			<input type="checkbox"/>	<input type="checkbox"/>		
2.			<input type="checkbox"/>	<input type="checkbox"/>		
3.			<input type="checkbox"/>	<input type="checkbox"/>		
4.			<input type="checkbox"/>	<input type="checkbox"/>		
5.			<input type="checkbox"/>	<input type="checkbox"/>		
6.			<input type="checkbox"/>	<input type="checkbox"/>		
7.			<input type="checkbox"/>	<input type="checkbox"/>		
8.			<input type="checkbox"/>	<input type="checkbox"/>		
9.			<input type="checkbox"/>	<input type="checkbox"/>		
10.			<input type="checkbox"/>	<input type="checkbox"/>		

Ophir-Spiricon, LLC may subcontract one or more instruments within this order. In an effort to serve you best, the shipping of subcontracted items may occur as early as the day of receipt. You will be notified if your equipment will be sent to a subcontractor and any additional cost and lead time.