

# **SITECH M.A.**

SITECH Mid-Atlantic, LLC

## **REPAIR REQUEST FORM**

Please complete the form below and include a copy of the completed form with your equipment when shipping to our repair facility.

UPS Shipments: Please ship UPS Ground if you are located anywhere in NC, SC or South of Richmond VA-items shipped from these locations generally deliver next day using regular UPS Ground services.

Please select one of our two repair centers based on your location and equipment.

### **Charlotte, NC**

(Main Repair Center-All Instruments)  
8100-G Arrowridge Blvd.  
Charlotte, NC 28273  
704-525-7099

### **Raleigh, NC**

(Satellite Repair Facility)  
4805 Green Rd. Suite 110  
Raleigh, NC 27616  
919-876-3666

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Number: \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Email: \_\_\_\_\_

Estimate Required?  Yes  No Purchase Order #: \_\_\_\_\_

Date Shipped: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

Please provide a detailed description of the problem/repair and/or service request.

---

---

---

---

---

\*\*It is our practice to contact the end user with a repair estimate prior to proceeding with repair.

\*\*Note: SITECH M.A. is not responsible for damages that may be caused during shipping.