



Gary Industries

12148 SW 125th Ave.  
Tigard, Oregon, 97223

**(971) 226-0451**

# Service Shop Check In Form

**Regular Service**

- \$100 per hour
- Standard Repair Queue
- 1 Hour min, or estimate charge

**Priority Service**

- \$200 per Hour
- Priority Repair Queue
- \$200 minimum or Estimate Charge

**Warranty Service** Purchase Date: \_\_\_\_\_ Dealer: \_\_\_\_\_

- Proof of purchase is customer's responsibility. All repairs must be billed to customer until warranty status is verified.

Name or Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Billing Address (if different) \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Contact Name \_\_\_\_\_ Alt. \_\_\_\_\_

Type of Unit \_\_\_\_\_ Brand \_\_\_\_\_

Model # \_\_\_\_\_ Serial # \_\_\_\_\_

Service Required \_\_\_\_\_

Working Estimate: \$ \_\_\_\_\_

*(How much will customer authorize before he needs to be contacted for further authorization. Usually \$200, minimum \$100 unless verified warranty).*

**Instructions:** *Fill out this form and have customer sign it. Make two photocopies, give one to customer for a claim check, file one as your record, attach the original to the unit and send it to the Portland repair shop.*

**I have authorized repair on the above unit and accept responsibility for the charges specified, including the estimate fee. I understand that any estimate given unless otherwise stated is not a bid or a contract but a good faith evaluation of charges and may be subject to revision.**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date