

Please complete all the below sections and ensure the form is signed by an authorised representative of your company with a valid knowledge of the equipment that you wish for HydroTerra to return, repair and/or process.

Section 1 | COMPANY

Date	
Company	
Invoice address	
Delivery Address	
Email	
Phone	
Contact Name to discuss repair	

Section 2 | EQUIPMENT

Brand	
Model	
Serial Number	
Reason for return (include all relevant information). If extra space is needed use the back of this form	
Has the product ever been exposed to toxic and/or hazardous or otherwise harmful materials?	No Yes. If so, please provide details:
Has the product been properly cleaned/decontaminated?	No Yes. If so, please provide details:

Section 3 | CONDITIONS

By sending your equipment to HydroTerra for assessment regarding the need for its servicing, repair, return to the manufacturer, and/or processing in another way as recommended, you agree to the following conditions:

1. For all assessments, a minimum of \$120 service fee applies, with additional technical time charged at \$120 / hr
2. HydroTerra relies on the accuracy and completeness of the information in this form to protect its employees from injury by exposure to toxic or otherwise harmful materials. The customer will be held liable for any damages that HydroTerra or its employees may incur due to receipt of contaminated equipment.
3. Terms & Conditions of Sale apply to all equipment
4. HydroTerra will not store or take responsibility for equipment that remains in our possession for more than six months

Section 4 | AUTHORISATION

I affirm that the information contained on this form is true and correct and that I am an authorized representative of my company to agree to the conditions associated with sending our equipment to HydroTerra for assessment.

Name	
Title	
Signature	

Office use only	
1. RAF issued	
2. RAF & goods received	
3. Goods assessed	
4. Client update sent	
5. Equipment report sent	
6. Goods returned	

Support Ticket No.		HydroTerra Technician:	
3a. Manufacturer repair	Sent to manufacturer	Returned by manufacturer	
Type:	Date:	Date:	
3b. Onsite repair	Logged in workshop	Repair completed	
Service:	Date:	Date:	
3c. Other			
Notes:			