

Chris' Coffee Service, Inc.

10 Corporate Circle
Albany, NY 12203
(518) 452-5995
www.chriscoffee.com

SERVICE/REPAIR FORM

We accept Master Card, Visa,
American Express and
Discover Card for payment!

Equipment – Make/Model/Serial # :

- Repair estimates for parts, labor, and applicable shipping charges will be provided before any service is performed on your equipment. The fee for this estimate is \$75.00.
- Once the repairs have been completed you will be notified and payment in full is expected at the time of completion and before it is returned to you – this is mandatory.
- You agree to retrieve and remit payment for the services performed within our thirty (30) day service policy. After 30 days of non-retrieval/payment, this piece of equipment will be considered abandoned under NYS Unclaimed Property guidelines.
- By signing this form you agree that such abandoned equipment will become the property of Chris' Coffee Service, Inc. and Chris' Coffee Service reserves the right to dispose of this equipment in a manner they deem appropriate.
- ****ALL ESPRESSO MACHINE BOILERS SHOULD BE DRAINED OF ALL WATER**, to ensure your packaging and/or equipment does not suffer damages during shipping to our facility, in warm months this will help prevent moisture damage to the electronic components, and in the cooler months to prevent damage to the boilers and internal piping caused by **freezing**. If you need assistance with instructions on how to properly drain the boilers for espresso machines, please email our Service Department at service@chriscoffee.com and they will be glad to assist you.
- Should any piece of equipment arrive to Chris' Coffee Service in a damaged condition the consumer is responsible to file appropriate claims with the shipper.
- ****MAKE SURE TO DOUBLED BOX AND SHIP UPRIGHT! ALSO INSURE YOUR EQUIPMENT AND WRITE THE RA# ON THE OUTSIDE OF THE PACKING.**

Name: _____ (please print)

Address: _____

Phone: _____ Cell Phone: _____

Email: _____

RA#: _____

Signature

Date

(Service Form Rev. 7-2016)