



Industrial Electronics

CUSTOMER REPAIR REQUEST FORM

2023.7.15. Ver. 1

Please complete this form and submit it to CTS. A repair number will need to be issued *before* equipment can be sent for evaluation. **Please note: Minimum Repair/Evaluation Charge - \$75.00 and the shipping cost to return the item if repair work is not approved.*

Repair Number: _____

Contact Info:

Company: _____

Contact Name: _____ Tel #: _____

Email: _____

Return Address:

If your company has payment terms established with CTS, please indicate a PO#: _____

Company: _____

Address: _____

City: _____ State: _____ Zip/Postal: _____

Please list the equipment enclosed (if this equipment uses an external power supply, it must be included)

Make	Model	Serial #	Problem (Please provide as much detail as possible)

Additional Information, Special instructions:

Date Shipped: _____ Date Required Back: _____

Return Shipping Method: _____ Shipping Account #: (optional) _____

Send Equipment To: Costa Technical Services, 1 River St., Unit 107, Erving, MA 01344