

**Bart Elevator
Services Inc.**

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BOARD REPAIR FORM

Company Name: _____

Phone: _____

Address: _____

*Purchase Order Contact: _____

Phone: _____

*Purchase Order Contact Email:

Mechanic Contact: _____

Phone: _____

Purchase Order #: _____

An accurate purchase order contact is required; failure to do so will result in further delays.

Job Name: _____

Circuit Board Part #: _____

***Description of Failure:**

***Failure to provide an accurate description of failure will result in delays.**

Is the failure intermittent? (Yes No)

Is rush service needed? (Yes No)

*****Credit card payments will incur a 5% processing fee on all orders. *****

****Repair forms are mandatory. Please ensure that all repair forms are filled out with accurate information. Remember to include a copy of your completed repair form with your shipment. All repair services come with a 90-day warranty. For urgent services and current lead times, please call ahead.****