

**CONTROL COMPANY**  
**ATTN: SERVICE DEPARTMENT**  
**12554 OLD GALVESTON ROAD**  
**SUITE B230**  
**WEBSTER, TX 77598 USA**

Cut along  
line to  
create a  
shipping  
label

**You may type the requested data directly on to this form  
using your computer and then print the form.**

**- or -**

**You may print this form and write in the requested data.  
After completing this form, be sure to enclose it with the item(s) being sent.**

# **CONTROL COMPANY**

## **Return for Calibration and/or Repair Evaluation Form**

### **INSTRUCTIONS:**

**Please fill out this form, enclose it with the item being sent, and ship prepaid to the address above.**

**For customers outside the United States, when returning your item, all shipping charges, customs, duties, taxes and fees are to be paid by the customer.**

Once received, our Service Department will perform an evaluation; you will then receive a fax with quoted charges for the service and/or calibration you requested for your approval. The evaluation is free and typically takes two (2) business days. Payment terms for service are: Check in advance or Visa / MasterCard / American Express.

**For customers outside the United States, international payment terms will be faxed following the evaluation.**

There are no charges until you approve them. **A Return Authorization number is not required.**

In tolerance conditions are based on test results falling within specified limits with no reduction by the uncertainty.

### **CONTACT INFORMATION**

**Company Name\***

\* Required Fields

**Contact Name\***

**Shipping Address\***

(No P.O. Boxes)

**City\***

**State\***

**Zip/Postal Code\***

**Country**

**Telephone#\***

**Fax#\***

**Email**

### **PRODUCT INFORMATION**

**Catalog#(s) or Item Description(s)**

**Quantity**

**Returned for:\***

- Calibration-Both As Found and As Left    Calibration-As Left Only    Calibration-As Found Only  
 Repair Evaluation

**Special  
Instructions/  
Comments**

### **PREFERRED RETURN SHIPPING METHOD**

For customers inside the USA, return shipping charges are prepaid and added to the service estimate. Please specify a preferred service level.

**Service Level**    Ground    3-Day    2-Day    Next Day

For international customers, all shipping charges are collect to your shipping account number. **All customs, duties, taxes and fees are to be paid by the customer.**

**Carrier /  
Account Number**

International Customer Use Only (required)

**CONTROL COMPANY .**  
**12554 OLD GALVESTON ROAD • SUITE B230 • WEBSTER, TX 77598 USA**  
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