



Service Request Form

- 1. Please complete the form in its entirety. Make a copy for your records.
- 2. Place **Repair Request Form** and merchandise in a secure mailing box or bubble envelope, making sure the merchandise is securely protected.
- 3. Ship via U.S mail or any transit service, being sure to insure the merchandise to your satisfaction.

DATE _____

MR. MS. MRS. NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

DAY TIME PHONE _____ EXTENSION _____ EVENING PHONE _____

EMAIL _____

Was this merchandise previously serviced by The Power to B? If yes, when? _____

Please provide the name of the original purchaser, if not yourself? _____

Please provide approximate date of purchase, if available? _____

Please describe your merchandise as completely as possible, including a description of the damage.

Please describe your servicing request. (Please be as specific as possible so we can ensure the technician does exactly what you wish)

Upon receipt, The Power to B will notify you that we have received your merchandise. We have found that most of our customers prefer to be notified via Email as it is the most expeditious manner of notification. May we send the correspondence to your Email address above?

YES. NO.

Additional instructions or comments to our staff: _____

Please provide a copy of original receipt of purchase

The Power to B
81 Rankin Road
Glastonbury, CT 06033