

Service & Repairs Booking In Form



Name of Company: _____ Date: _____

Contact Name: _____ Contact Ph: _____

Contact Mob: _____ Client's Order #: _____ FAX NO: _____

Main Instrument: (Circle One) Total Station / GPS / Laser / Antenna / Other (List all serialized units:)

Brand: _____ Model: _____ Serial No: _____

Brand: _____ Model: _____ Serial No: _____

Brand: _____ Model: _____ Serial No: _____

Sundry Units: (Circle units included) Cables / Batteries () / Charger / Receiver/ Other
Carry Case / Pouch / Clamp

Description of Accessories: _____

Calibration / Fault: _____

Comments: Quote if Service exceeds calibration **ATTENTION TO:** _____
 (Please tick one) Quote prior to uneconomical maintenance **(Please print)**
 Quote prior to ANY maintenance NO QUOTE required (e.g. covered by insurance)

Return Instructions: (Circle One)
 Courier direct to Company / Pick up from Reception (Christchurch / Auckland) / Ring for Instructions

OTHER: _____

CUSTOMER HAS READ TERMS & CONDITIONS OF REPAIR (See Over) & IS AUTHORISED TO SIGN FOR THE COMPANY:
MINIMUM SERVICE FEE: I agree that if the service/repair is not accepted I/WE will accept the minimum service charge of \$110.00 + GST + Freight.
PAYMENT METHOD: (Circle One) Cash / Cheque, Credit Card, Account Holder (Purchase Order No)
 (Printed Name) (Signed).....(Position).....

*****Office Use*****

BP Code: _____	S/C#: _____	Date: _____	Courier Ticket:
Repair Sent To: _____	P/O No: _____	STAFF ID: _____ (Initials)	
Client Advised SC# : _____	Date: _____		
Phone / Fax / TXT Mes. / Bus. Card	Time: _____		

DIVISION: Survey / Construction / MGIS (Circle One)

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TERMS & CONDITIONS OF REPAIR:

MINIMUM SERVICE FEE:

Our minimum service charge is \$110.00 + GST, this will be offset against the total cost of repair if work proceeds.
Freight additional.

PRICES

These DO NOT INCLUDE GST and may change without notice as a result of exchange rate fluctuations or price increases.

FREIGHT, HANDLING AND INSURANCE

Freight is charged on orders less than \$2000.00 + GST in value. All goods are insured to a prearranged delivery point. Please allow two to three days for delivery. Most standard equipment can be delivered to major centres in New Zealand overnight. On all export orders freight and insurance are extra.

PAYMENT TERMS

Non-Account Clients - Cash, cheque, credit cards (Visa, Mastercard, Bankcard), money order.
Account Clients - Payment by 20th of month following the date of invoice unless otherwise specified on the invoice or in a quotation.

Any account which is in arrears for more than 30 days may result in the suspension of credit facilities without notice, until the account is paid in full.

Overdue accounts may incur interest calculated at 3% per month from the due date.

Continued non-compliance will result in the account being closed and legal action taken to recover the amounts outstanding. All costs of collection, including debt collector's fees will be added to the account.

WARRANTY

Goods are guaranteed in terms of manufacturer's warranty.

RETURN OF GOODS

Credits will be issued for returned goods providing that:

GeoSystems accept the claim in writing in advance of return.

Goods are in as-new condition with the original undamaged wrapping and documentation.

Goods are received within 30 days of original shipment.

A restocking fee may be charged on some items. Indent items and overseas orders are not returnable.

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