

# IPS - Walk-In Repair Form

2813 East High Street, Sanatoga, PA 19464

p: 610.323.2913 [ipsLaserExpress.com](http://ipsLaserExpress.com)



## Customer Information

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

## Machine Information

Make \_\_\_\_\_ Model \_\_\_\_\_

Serial # \_\_\_\_\_ ID # \_\_\_\_\_

The following items are being submitted with the machine:

\_\_\_\_ Toner Cartridge/s    \_\_\_\_ Ink Cartridge/s    \_\_\_\_ Drum Unit    \_\_\_\_ Power Cord    \_\_\_\_ Printer Cable    \_\_\_\_ Paper Tray/s

\_\_\_\_ Other \_\_\_\_\_

## Warranty

Machine is under warranty:    \_\_\_\_ Yes (Proof of purchase attached)    \_\_\_\_ Yes (no proof attached)    \_\_\_\_ No

## Estimate

Please notify me with the estimate via:    \_\_\_\_ phone    \_\_\_\_ e-mail

## Payment Method

\_\_\_\_ Cash

\_\_\_\_ Credit Card    Card Type \_\_\_\_\_    Card # \_\_\_\_\_

Exp Date \_\_\_\_\_    VIN \_\_\_\_\_

## Amount Due Today ( PAID )

\$70 (This includes a \$45 non-refundable diagnostic fee + \$25 disposal fee\*)

Labor = \$75 (Labor fee does not include parts.)

*\*Disposal fee will be refunded if you do not wish to repair your machine and you pick up the machine within 30 days. The disposal fee will not be refunded if you do not wish to repair your machine or if you do not pick up your machine with 30 days.*

Customer Signature / Date \_\_\_\_\_ Date \_\_\_\_\_

IPS Signature / Date \_\_\_\_\_ Date \_\_\_\_\_