



RRA

Image Sales, Inc.
Repair Return Authorization

Company: Contact:
Phone number: E-mail:
Printer make / model: Serial #:

Please describe problem:

Return shipping information:

Company name:
Attention:
Address:
City: State: Zip:

Shipping Method:

Note: Image Sales is not responsible for goods left over 30 days. Goods left over 30 days will be handled as deemed necessary by Image Sales to recoup any expenses related to the repairs.

All repairs are guaranteed for 90 days unless otherwise specified.

Shipping instructions:

- 1. Please be sure RRA number is clearly marked on the outside of the box.
2. Please follow packaging instructions on Page Two
3. Ship to
Image Sales, Inc.
1401 Willow Pass Road
Attn: RRA
Suite 660
Concord, Ca 94520

Use the "Submit by Email" button to send this form prior to shipping.

Please print, sign and include a copy with your shipment.

Please include only the checked items with your printer. Requested items will vary depending on your printer model:





Table with 4 columns: Item, checked box, Item, checked box. Rows include Power Supply, Sample Bad Cards, Printer Cable, Power Cord, 10 Sample Blank Cards, Printer Ribbon, Lamination Material.

Signature: _____ Date:

Preferred Shipping Packaging

1. Use the manufactures original box and packaging.

Alternative Shipping Packaging

<p>1. Wrap machine in bubble wrap</p> 	<p>2. Place machine in a tight box, bubble wrap the box</p> 
<p>3. Place bubble wrapped box into another box</p> 	<p>4. Ship the printer</p> 

Another safe alternative is to deliver the printer to us.

Shipping Don'ts

1. Don't use foam peanuts (or real peanuts for that matter).

Send to...

Image Sales, Inc.
ATTN: RRA#
1401 Willow Pass Road, Suite 660
Concord, CA 94520

Contact Name and Number:
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