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Equipment Check-In Form

Date: _____	PO # _____
Bill To	Ship To <input type="checkbox"/> Billing Same as Shipping
Company: _____ Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Phone: _____ Email: _____	Company: _____ Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Insure Equipment: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount of Shipping INS upon return: \$ _____.____

Notes:

Completed By: _____ Turn Around Time is 2 Weeks from Check In Date

Unit	Separate Pickup	
1. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____ Notes: _____ Accessories: _____ <input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data	Date: _____ /___/21	<input type="checkbox"/>
Name: _____ Initials: _____	Name: _____	<input type="checkbox"/>
2. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____ Notes: _____ Accessories: _____ <input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data	Date: _____ /___/21	<input type="checkbox"/>
Name: _____ Initials: _____	Name: _____	<input type="checkbox"/>
3. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____ Notes: _____ Accessories: _____ <input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data	Date: _____ /___/21	<input type="checkbox"/>
Name: _____ Initials: _____	Name: _____	<input type="checkbox"/>
4. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____ Notes: _____ Accessories: _____ <input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data	Date: _____ /___/21	<input type="checkbox"/>
Name: _____ Initials: _____	Name: _____	<input type="checkbox"/>
5. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____ Notes: _____ Accessories: _____ <input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data	Date: _____ /___/21	<input type="checkbox"/>
Name: _____ Initials: _____	Name: _____	<input type="checkbox"/>

Total Units: _____
 Page ____ of ____

Sign: _____
 Print: _____

<p>6. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>7. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>8. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>9. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>10. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>11. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>12. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>13. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>14. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>
<p>15. Mfr: _____ Model: _____ SN: _____ 2nd Unit - Model : _____ SN: _____</p> <p>Notes: _____ Accessories: _____</p> <p><input type="checkbox"/> Estimate (\$110 flat rate fee) <input type="checkbox"/> Repair <input type="checkbox"/> Calibration (No Paperwork) <input type="checkbox"/> Certification <input type="checkbox"/> Data</p>	<p>Date: _____/_____/21 Name: _____</p> <p>Initials: _____</p>	<input type="checkbox"/>