ELECTRICIAL/ELECTRONIC REPAIR FORM

The Personnel Claims Division must determine whether damage to an item was caused by the item being mishandled by a carrier during shipment or whether the damage was due to wear and tear or a manufacturer's defect.

Firm name _____

Address _____

_____

_____

Owner's Name _____

Item Examined _____
Make Model Age

1. There was/was not external damage to the item. Please describe;

_____

2. I was/was not able to determine the cause of the damage. To the best of my knowledge, the damage was caused by;

_____

_____

3. I came to the above conclusion because;

_____

_____

4. I have attached an estimate to repair this item.

_____ _____
Name Signature/Date