

Service and Repair Return Form and Cleanliness Certificate

Dear Customer,

Thank you for returning your instrumentation for service and repair. Upon receipt of the requested information below and your instrumentation, Delta Mobrey will conduct an initial evaluation and confirm the service/repair requirements. This process could take anywhere from a few days to several weeks, depending on the complexity of your requirements and any tests we may need to carry out. Your Sales contact is on hand to assist at all times while your instrumentation is in our care.

To be completed by the Customer:	
Company Name	
Your Reference	
Serial no(s).	
Quantity	

To be completed by the Customer:	
What is the reason for return? (Is it for a change of Model such as range, process connection, switch, etc. or there is an issue)	
If the instrument is returned due to an issue with the instrument, please fill in following details, else go to next section	
• Description of the problem	
• When was it first noticed?	
• How was it noticed?	
• How long was the product in use, if applicable?	
• What diagnostics were conducted please describe in detail, if any?	
• What is the application?	
• Describe the method of calibration check used, if applicable	
• Describe Operating Condition covering below:	
○ Process Media	
○ Set-point/ Set range	
○ Normal operating Pressure or Temperature	
○ Ambient temperature (range)	
○ Process temperature (range)	
○ Photograph of the Installation with description	

<ul style="list-style-type: none"> ○ Electrical parameters ○ (Voltage, type of load (resistive or inductive)) 	
<ul style="list-style-type: none"> ● Any other information 	

To be completed by Delta Mobrey staff (for internal use only):	
Delta Reference:	SQ
Customer Account Code:	
Date Instrument(s) Received:	
Date Cleanliness Certificate Received:	
Any noticeable damage to the packaging or instrument(s) on arrival? (If 'yes' - take photographs and store in S&R folder)	

Certificate of Cleanliness

Important: We require the Certificate of Cleanliness to be completed and signed before your return can be investigated.

Please ensure the completed Certificate of Cleanliness is attached to the outside of the packaging the instrument is being returned in.

Has this equipment been exposed internally or externally to substances hazardous to health e.g. Toxic, Harmful/Irritant, Corrosive, Flammable?

Solids Liquids Gases Vapours Radiation None

- Please provide details of the installation and operating conditions:

- Please provide details of any contamination:

- Please provide details of decontamination:

- Are there likely to be areas of residual contamination?
If yes, please provide special handling instructions or state handling precautions below:

To the best of my knowledge and belief I certify that the returned equipment is free from any residues in dangerous quantities.

Signature

Name printed

Department

Telephone No.

Date