

SewTech

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Evansville, IN 47714
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SewTech Service Request Form

Date: _____

Please fill in the following information and bring it in along with the following items:

Machine with one bobbin (and bobbin case if applicable), basic sewing foot with ankle, foot control, and power cord. If it is a problem with embroidery, then also bring embroidery unit, embroidery foot and one basic hoop. We require no other accessories unless there is a problem with that particular function of the machine. Feel free to label everything that belongs to you.

We prefer NO other accessories, owner manuals, etc. so that we do not have to keep track of all the items. If you bring in the extras, be prepared to return home with them in a bag. Thanks for understanding.

Name: _____

Address: _____

City/State/Zip: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Email: _____

- ☐ Clean and Lube Machine/Serger Model _____
- ☐ Clean and Lube Embroidery Unit
- ☐ Describe any other issues here (feel free to document problems on back):

I understand and agree to the following policies:

\$25 fee for diagnosis of repair to be paid when leaving machine. If machine is to be repaired by SewTech, then the \$25 will be applied to the repair (fee is not required if machine is within warranty period).

If machine repair is not paid for within 30 days of final repair, then machine may be sold for repair expense.

Sign and Date

