

# Pipette Mail-In Service Order Form

**Pipette Repair Service, Inc.**  
 5324 Houndmaster Rd. Midlothian, VA 23112  
 Phone: 1-800-846-0034 Fax: 804-739-3764  
 E-mail: [pipetterepair@verizon.net](mailto:pipetterepair@verizon.net)

**SERVICES**

- Complete disassembly, cleaning & refurbishing
- New Seal & O-ring (most pipettes)
- Calibration
- Handwritten Record of Calibration
- 6 month warranty

**FEES**

- Single channel pipettes- \$17
- Multi channel pipettes- \$22
- Computer Generated Calibration Certificate- \$3
- ISO Level Service
  - Single channel- \$30
  - Multi channel- \$35

**SHIPPING**

**We Ship Via FED EX**

- Pipettes can usually be shipped within 24 hours of receipt
- **FREE** return shipping for 20 or more pipettes

\*Please indicate desired service frequency:  
 \_\_3 months \_\_6 months \_\_12 months

\*Please indicate desired ship method:  
 \_\_Ground \_\_2-Day \_\_Overnight

\*Please indicate Calibration Report type:  
 \_\_Handwritten \_\_Computer \_\_ISO

	Model/Brand	Serial Number	Notes
1			
2			
3			
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20			

**All instruments were decontaminated from radiation and biohazardous materials** (please check here)

Name \_\_\_\_\_ Phone & Ext. \_\_\_\_\_ Email \_\_\_\_\_ P.O. No. or Credit Card & Expiration Date & [CSC](#) \_\_\_\_\_

**Ship To:** \_\_\_\_\_  
 Dept/Bldg/Room# \_\_\_\_\_  
 Company/Institution \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

**Bill To:** \_\_\_\_\_  
 Dept/Bldg/Room# \_\_\_\_\_  
 Company/Institution \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

**\*Fields in red indicate required fields.**