



THE PEN PROFESSIONALS

Pen City
215 Elizabeth St
Melbourne VIC 3000
(03) 9670 6775

PEN REPAIR CONTACT SHEET

- **Please send your repair in a padded bag and registered (optional), to insure it arrives to us safely. Unfortunately we cannot compensate for damaged or lost parcels...**

Customer Information

Full Name: _____
Last *First*

Address: _____
Street Address

_____ *City* *State* *ZIP Code*

Home Phone: () _____ Alternative Phone Number: _____

Email Address: _____

Repair Information

Please fill in as much information as possible.

Amount of Pens being repaired: _____ **Pen Brand (if known)** _____

- Please Tick if included:*
- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Warranty | <input type="checkbox"/> Proof of Purchase |
| <input type="checkbox"/> Box | <input type="checkbox"/> Other _____ |

Would you like to be Quoted before this repair is done?

- Yes No (if you tick no, you will be notified of the cost after the repair is complete & full payment has to be made before the repair is shipped back)

Explain repair or tick the below:

- _____
- | | |
|--|---|
| <input type="checkbox"/> Nib Exchange
<small>(proof of purchase needed)</small> | <input type="checkbox"/> Service & Overhaul |
| <input type="checkbox"/> Adjust Flow | |
| <input type="checkbox"/> _____ | |

Other specifications: _____