



PIPETTE SERVICE SERVICE & CALIBRATION ORDER FORM

GILSON ACCOUNT NUMBER

If you don't have a Gilson Account Number contact Technical Support at sales@gilson.com

CONTACT INFORMATION (Required)

Name: _____
 Phone: _____
 Fax: _____
 Email: _____

BILLING ADDRESS

Company: _____
 Purchasing Contact Name: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____

SHIPPING ADDRESS (No PO Boxes) SAME AS BILLING

Company: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____

SELECT SERVICE INTERVAL

_____ 3 Months _____ 6 Months _____ Annually _____ Other

PERSONAL LABELS

_____ Please remove personal labels from my pipette(s).

REPAIRS (Required)

Please contact me with a service estimate before replacing parts that are not covered in the service program, see below for details.
 _____ Yes (may delay turnaround time) _____ No

CALIBRATION CERTIFICATES

Go Green! I would like to receive my pipette calibration certificates as electronic files only.
 _____ Yes _____ No

ISO 17025 PIPETTE CALIBRATION SERVICE

ANAB accredited ISO 17025 Calibration Certificates available for pipettes that receive Level 2 or Level 3 service.
 _____ Add \$10.00 per pipette

PIPETMAN SERVICE AND CALIBRATION

All Gilson service offers that include repairs provide FREE parts up to a value of \$75. Gilson uses new, original manufacturer parts for pipette repair. All service levels listed below include a full internal and external cleaning and decontamination, adjustment and calibration, visual and functional inspection, grease if needed, and repair. You will also receive a calibration label and a detailed calibration certificate for each pipette.

SERVICE TYPE	As Found Data*		As Returned Data*			List Price						
	Volume Settings	Weighings	Volume Settings	Weighings	Single Channel	QTY	Multichannel (One Channel)	QTY	Multichannel (All Channels, 8)	QTY	Multichannel (All Channels, 12)	QTY
LEVEL 1	N/A	N/A	2	2	\$35.00		\$40.00		\$85.00		\$110.00	
LEVEL 2	N/A	N/A	2	4	\$45.00		\$65.00		\$105.00		\$150.00	
LEVEL 3	3	5	3	10	\$65.00		\$105.00		\$245.00**		\$330.00**	

*As Found Data: collected prior to any repairs being performed to verify function. As Returned Data: collected after repairs and adjustments have been made. ** May delay turnaround time.

PAYMENT INFORMATION (Required - Absence will delay your order)

PO Number: _____
 PO Amount: _____
 Promo Code/Quote Number: _____
 Purchasing Department Contact Info (For payment info inquires)
 Name: _____ Email: _____

CREDIT CARD PAYMENT

Credit Card Type: _____ Visa _____ M/C _____ AmEx
 Card Number: _____
 Expiration Date: _____ CVC _____
 Name on Card: _____

SHIPPING INSTRUCTIONS

Shipping Collect Account Number: _____
 Ship in a secure package by an insurable carrier to: **Gilson Service Center - 3101 Laura Lane, Ste 100 - Middleton, WI 53562**
 Special Instructions: (may delay turnaround) _____

FREE UPS 2-DAY RETURN SHIPPING
 *For orders of 10+ pipettes

AUTHORIZATION OF WORK

I authorize Gilson to perform service based on the information provided above, I certify that the pipettes enclosed are fully decontaminated and are free of radioactive and biohazardous materials.

Signature: _____ Date: _____



ISO 17025 Pipette Calibration Service: ISO accredited service is compliant with ISO/IEC 17025:2005.
Terms: Net 30 days, FOB Middleton, WI. Freight charges are prepaid and added to invoice.
Shipping Method: Returned by UPS Second Day Air with charges prepaid and added to invoice unless advised otherwise.
Turnaround: Approximately 2-3 business days in Gilson Service Center.
 www.gilson.com • P 800-445-7661 • F 608-821-4402

FORM-1089 Rev 09

