

Toll-Free: 877.956.5198
Fax: 602.553.8955

5602 S. Seely St
Laveen AZ, 85339

Email: custserv@jmsteno.com
Web: www.jmsteno.com

Writer Service Form

Ver. 10.02.2009

Full Name:	<input type="text"/>	Email:	<input type="text"/>
Phone1:	<input type="text"/>	Address:	<input type="text"/>
	<input type="checkbox"/> Home <input type="checkbox"/> Mobil <input type="checkbox"/> Work		
Phone2:	<input type="text"/>		
	<input type="checkbox"/> Home <input type="checkbox"/> Mobil <input type="checkbox"/> Work		<input type="checkbox"/> House <input type="checkbox"/> Business

Turnaround

Yearly service on your writer is just 24-hours! There is no additional charge for this service, and no need to schedule an appointment. Email writers@jmsteno.com or call toll-free 877.956.5198 (602.956.5198 local) with any questions.

Shipping

All writers ship via UPS. Shipping dates are Monday through Friday (Saturday is extra). A signature will be required. Please indicate how much you would like to insure it for. Fill out the email address field for tracking information. Please do not ship carry cases. Wrap writer in bubble wrap before placing in box. We will use the most cost effective shipping method to return your computer by the return date. Specify time if overnight.

Return By:	<input type="text"/>	Insurance:	<input type="text"/>
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Service

Indicate whether you need yearly service, a repair, or both. For pricing, check out writer service on our website www.jmsteno.com. You may need to send the charger in with your writer depending on the repair. Keytop covers (if any) are replaced during yearly service.

<input type="checkbox"/> Yearly Service	<input type="checkbox"/> Other Service
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Notes:

Packing List:	<input type="checkbox"/> Battery	<input type="checkbox"/> Case	<input type="checkbox"/> Charger	<input type="checkbox"/> Ribbon	<input type="checkbox"/> Tripod
	<input type="checkbox"/> Static Dissipator	<input type="checkbox"/> Keytop Covers	<input type="text"/>		

Terms

If an issue is discovered with your writer, you will be contacted for a resolution. Unless determined otherwise by a trained professional, JM Steno accepts no responsibility for any prior damages, either known or unknown to you. You are responsible for backing up any files on your writer. JM Steno accepts no responsibility for files deleted as part of a service. Any files JM Steno backs up are simply for convenience, and are not guaranteed in any way. If you do not agree to these terms, no work will be performed.

Accept:	<input type="text"/>	Date:	<input type="text"/>
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