

## Shipping Instructions for Repairs

These Return Instructions are intended to assure that your instrument is repaired without delay and also that it is received without additional damage. If you have any questions or need further assistance, please call toll free at 866-473-8724 before shipping.

1. A completed copy of the DECONTAMINATION CERTIFICATE must be included with the shipment.
2. MSDS must be included when any potentially hazardous materials remain on the equipment.
3. Do not include accessories with shipment unless requested by Verder service department. If unsure what to include, please contact service department prior to shipping.
4. Package equipment in original packaging if available.
5. When original packaging is not available; Pack in a double wall cardboard box only. Make sure the box allows for at least 4" of protection on all sides of equipment. Remember to pad the underside of the equipment as well as all sides and top with at least 4" of packing material. Use hard foam or bubble wrap only. **Do not use packing peanuts or paper.**
6. For equipment with transportation hardware, make sure it is installed prior to shipping. Instructions for installing hardware can be found in operating manual.
7. Machines over 100lbs should be shipped by freight LTL only.

It is your responsibility to make sure the equipment arrives at our facility without additional damage. Verder will not be responsible for any damage that occurs during transit.

No equipment will be unpacked or inspected if a completed DECONTAMINATION CERTIFICATE is missing from shipment.

### **Return to:**

Verder Scientific Service Dept.  
Attn: RMA\_\_\_\_\_

11 Penns Trail  
Suite 300  
Newtown, PA 18940