

RETAIL CUSTOMER

REPAIR REQUEST FORM



**WILLIAM  
HENRY**

First Name:

Last Name:

Email:

Item Name/Model:

Serial # (if applicable)

Return Street Address:

(No P.O. Boxes please)

City:

State:

Zip:

Phone #

(Repairs are returned via UPS with SIGNATURE REQUIRED. Check this box for delivery with *NO SIGNATURE requirement*:

We will provide an estimate before doing any non-warranty repairs. Please choose one of the following:

*I would like to pay via PayPal at the email address above; or*

*Please contact me for credit card information*

What repairs are needed on this item? Please be as specific as possible:

- Please complete all information above, then print this form and return it with your product
- **Please send ONLY the item, securely wrapped. No certificates, boxes, or accessories**
- You will be notified by email when we have entered your item into our systems - this can take up to 5 business days from date of receipt
- **Your repair will be completed within 30 days unless you are notified otherwise**
- If you have any questions, please email Repairs@williamhenry.com, or call 888-563-4500 ext. 105

Send this form with your securely packaged item to:

**William Henry LLC**

**RETAIL REPAIR**

**3200 NE Rivergate Street**

**McMinnville, OR 97128**