



Southern Controls Inc.

REPAIR REQUEST FORM

CONTACT INFORMATION

Company Name: _____

Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

Email Address: _____

PRODUCT INFORMATION

Was this item purchased from Southern Controls? **YES / NO** (please circle one)

(If yes) Purchase Order Number: _____

Part Number: _____

Qty: _____

DETAILED DESCRIPTION OF PROBLEM

****Must have detailed information to expedite the repair process**

Issue:

Is this item under Manufacturers warranty? Yes No Unknown

Before ordering a replacement please keep in mind that the manufacturer may repair, replace or credit at their discretion.

Ship to:

Southern Controls Inc.
Attn: Repair Department
3511 Wetumpka Hwy.
Montgomery, AL. 36110
334-277-5030 Ext. 1116
Email repairs@southerncontrols.com

Please include a copy of this form with item to be repaired.