



Date: _____

TIMEPIECE SERVICE REQUEST

In order to properly enter the correct information in our system, please print clearly.

Customer Information

Shipping Information (if different from Customer Information)

Name:		Name:	
Address:		Address:	
City:		City:	
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Email:		Email:	

Please Circle Information:

Warranty receipt enclosed: Yes No

If service requires a new strap, bracelet or case back, do you want the old parts returned? Yes No

Is there any part of the timepiece you would not want replaced? Yes No

If yes, what part _____

Description of Service Requested (please circle all that apply):

Replace: Service: Miscellaneous:

If the timepiece is not under warranty, we will need a credit card and authorization to process the service. All service including battery changes will require a \$35 shipping and handling fee.

Matheu's Fine Watches will contact you regarding an estimate for repair approximately one week after watch is received. Please do not call store to see if we have received the package (use shipping company tracking).

Shipping Instructions (ship to address below)

- 1) Ship Insured.
- 2) Use traceable shipping method (UPS, FedEx Ground, USPS Certified, Registered, Confirmation, Insured)
- 3) PLEASE DO NOT SEND WATCH IN THE GIFT BOX.

Note: Pricing and payment methods outlined pertain to our Service Center in Highlands Ranch only.

Would you like to receive information/offers from Matheu's Fine Watches and Jewelry? Yes No

Shipping Address:

Matheu's Fine Watches & Jewelry

Matheu's Fine Watches & Jewelry
 Highlands Ranch Town Center
 9315 Dorchester St., Suite 106
 Highlands Ranch, CO 80129
Tel: 303-471-TIME (8463)
Toll-Free: 888-340-9744
Email: service@matheusfinewatches.com