



# Dallas Millwork, Inc.

February 8, 2011

P.O. Box 549 Hiram, GA 30141 Phone: 770-943-3909 Fax: 770-943-3900

## WARRANTY CLAIM FORM

Dear Valued Customer:

Your claim for replacement parts or product in respect of your custom millwork will be assessed by our General Manager. In order for us to provide a speedy response, we would ask that you supply the information requested and return it together with your original purchase order, a copy of the DMW sales order and photographs of the faulty part or product. If you have any questions or require further support, please contact Dallas Millwork, Inc.

Company Name: \_\_\_\_\_ Original Purchase Order Number: \_\_\_\_\_

Your Name: \_\_\_\_\_ Date of Purchase Order: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Additional Contact Number: \_\_\_\_\_

Line(s) on your PO that are warranty related: \_\_\_\_\_

Description of Faulty Product: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please note that all photographs should include enough surrounding area so as the faulty part or product can be completely viewed and at least 1 photograph should be taken of the entire property. Please email the photographs to your Dallas Millwork sales representative.**

Photo 1 description: \_\_\_\_\_

Photo 2 description: \_\_\_\_\_

Photo 3 description: \_\_\_\_\_

Photo 4 description: \_\_\_\_\_

### YOUR CUSTOMER CONTACT INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_