Repair Requirements

SELECTRON

Delivery address for repairs:	**Selectron Systems AG** **Repairs** **Grenzstrasse 20c** **3250 Lyss** **SWITZERLAND**
Procedure:	The following information must be noted in all customs clearance documents: **Our ZAZ-account-No. 11218-5** **Our VAT-No. CHE-105.976.191** Our Reference (if available) …… Your Proforma Invoice No. …… Please make sure our address / name / Invoice amount is correct. If not, it will no longer be possible for us to accept the imports. We would like to ask you to send us all import customs clearances through our ZAZ account and our VAT number. Import customs clearances which do not run through our account, will have to be rejected for revision and correct debiting.
Shipping instructions:	**Shipping costs are to be borne by the sender.** **PLEASE DO NOT SEND THE GOODS BY POST!** Please pack the goods correctly – in their original packaging if possible. **Please specify the correct value (current market value) of the goods to be able to make a correct customs clearance.**
Required documents:	The delivery note, and pro forma invoice must both be **placed inside the parcel**. Please also always send two copies of the documents with the goods. Also, if possible, please fill out our form "**Checklist Device Malfunction**".
Information for returns:	Contact person details: Name, telephone, and e-mail – plus invoice and delivery address. If you are from within the EU, please state your VAT and EORI number. If you would prefer us to send back goods via your freight forwarder, please send us contact information; for couriers, send your international account number. **Thank you for your understanding and cooperation**