



Tic Toc Watch Repair
 5225 W Sunset Blvd
 Los Angeles, CA 90027

Phone: (323) 902-7673
 Email: info@tictocwatchrepairs.com

SERVICE REQUEST FORM

PERSONAL INFORMATION	
Full Name	
Phone Number	
Email	
Return Address	

WATCH INFORMATION			
Models and case back numbers are located on the back of the watch			
	Watch 1	Watch 2	Watch 3
Watch Brand			
Description Of Watch			
Model Or Case #			
Approximate Value			
Type Of Repair Requested			
Additional Comments			

RETURN SHIPPING	
All watches are subject to return shipping charges	
<input type="checkbox"/> \$ 10.00 - USPS First Class 3-5 days (\$100 Insurance)	<input type="checkbox"/> \$ 45.00 - USPS Express 1-2 days (\$2,500 Insurance)
<input type="checkbox"/> \$ 15.00 - USPS Priority 1-3 days (\$100 Insurance)	<input type="checkbox"/> \$ 65.00 - USPS Express 1-2 days (\$5,000 Insurance)
<input type="checkbox"/> \$ 25.00 - USPS Priority 1-3 days (\$1,000 Insurance)	<input type="checkbox"/> \$ 100.00 - USPS Express 1-2 days (\$10,000 Insurance)
<input type="checkbox"/> \$ 5.00 - Signature Confirmation	

* Watches with no shipping option selected will be returned via USPS First Class Mail for **\$ 10.00** unless otherwise specified.

* All of the watch repairs performed by TicToc Watch Repair come with standard 1 YEAR WARRANTY.

X

 CUSTOMER SIGNATURE

Repair

Shipping Instructions

- Please print and complete our Service Request Form and include the form with your watch when shipping it to our service facility. Make sure to include all your contact information and write clearly. You will find our address on the form.
- We recommend wrapping your watch in bubble wrap and packaging it inside a sturdy box. Make sure the watch is in the middle of the box packaged tight, so it doesn't move around.
- You want to tape up the box very well and to remove any previous writing or labels when using a recycled box. We recommend using clear wrapping tape to cover your mailing label.
- Ship your watch using the carrier of your preference. We recommend using a shipping method which allows you to track the package. Also be sure to insure it and add a signature confirmation.
- When the watch arrives, we will notify you via email with a picture of the watch for you to see the condition it came in. Then we will inspect the watch and provide you with an Estimate via email.
- You will need to approve or deny the estimate. You can pick and choose which services you would like to get done. If you chose to decline all services, we will ship the watch back in the condition it was received.
- Please do not send any boxes with the watch because we will not return them unless you pay a higher shipping rate in order to fit the box.
- If you have questions please contact us at (323) 902-7673 or through email at Info@TicTocWatchRepairs.com

**Mail in Address Tic Toc Watch Repairs
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