RE-SHARPENING/RE-TIPPING SERVICE FORM

Please take the following steps to ensure that your order will be efficiently and properly processed....

1. **EMAIL** or **FAX** (this form - ***as well as your P.O. Form*** - to your sales representative to notify them of the incoming shipment. See email addresses and fax number below...
2. **PRINT** a copy of this completed form and include it inside the box with the drills that you are shipping to us.
3. **Securely pack your drills** to protect them during transit to our facility... this will ensure safe delivery of your drills and minimize the potential for any damage to occur.
4. **IMPORTANT**: If a box arrives to our facility without the proper paperwork included, it will delay your order and possibly incur a sorting fee.

Company Name:
Contact Name:
Contact Email:
Contact Phone #:

Return Shipping Address	
Street:	
City/Town:	
State:	Zipcode:

DIAMETER x LENGTH of Drill ex: (1.25" x 22") or (31.75mm x 558.8mm)	**QUANTITY of DRILLS**

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Drill Masters-Eldorado Tool Sales Representative Contact Information:
David Hall- dhall@dmetool.com
John Hall – jhall@dmetool.com
Sheila Roberts- sroberts@dmetool.com
Phone: (203) 878-1711 Fax: (203) 878-6156

Thank you for giving us this opportunity to service you. It is our goal to keep you satisfied with our services and products for many years to come!