

# Southern Maryland Instrument Repair, LLC



Craig Cancino, Owner ~ 240-530-0711 ~ 25749 Budds Creek Road, P.O. Box 594 Chaptico, MD 20921 ~ somdinstrfix@outlook.com

## Repair Pick-up Request Form

1. Print out two copies of this form
  - ✓ One copy to put into the instrument case
  - ✓ One copy for your records
2. Please remove any extra items from the case (i.e. reeds, slide/valve oils, rosin, etc.)
3. Give the instrument, with the repair request form, directly to your child's music director.
  - ✓ Leaving it with the director, and not the front office, will help ensure the safety of your instrument & expedite your repair

### PERSONAL INFO

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ \*please provide the best number to reach you when your repair is completed\*

E-mail \_\_\_\_\_

### REPAIR INFO

Student Name: \_\_\_\_\_ County: \_\_\_\_\_

Student School: \_\_\_\_\_ Director Name: \_\_\_\_\_

Instrument: \_\_\_\_\_ Make: \_\_\_\_\_ Serial #: \_\_\_\_\_

Please describe your instrument's symptoms: \_\_\_\_\_

*Please check applicable boxes...*

- PUT IN "GOOD PLAYING CONDITION" This is the fastest way to have your instrument returned. We will do whatever is necessary to put your instrument in the proper playing condition and will do no more than what is required. Usual charges are approximately \$50, and if charges exceed this amount, you will be contacted with an estimate before work is performed.
- PLEASE ONLY DO THE FOLLOWING We will do just as you ask, even if the instrument doesn't play because of other work needed. If we feel this impractical, we will contact you with an estimate of the scope of the work.

TO DO: \_\_\_\_\_

- SEND AN ESTIMATE OF REPAIR CHARGES BEFORE PROCEEDING An estimate will be sent by email or phone. No work will be done until you have confirmed the charges.

Parent/Guardian Signature \_\_\_\_\_