

## Headset Repair - Checklist / Order Form

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

Company Store: Y / N

Private Store: Y / N

Order No: \_\_\_\_\_

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

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

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

Email: \_\_\_\_\_

If returning a headset please circle type and state fault: G5 / XT1 /Changeover

Serial Number: \_\_\_\_\_

Fault: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Fault: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Fault: \_\_\_\_\_

### Do you require spare parts? - Please write quantity

Item:	G5	XT1
<b>New Headset Complete with a Battery</b>		N/A
<b>Refurbished (Changeover) Headset</b>	N/A	
<b>New Headset Battery</b>		
<b>XT1/C1060 Battery Charger</b>	N/A	
<b>New G5 Headset Charging Station</b>		N/A
<b>New Battery Charger Power Supply</b>		
<b>New G5 Headset Carrier</b>		N/A
<b>New G5 Headset Control Pod</b>		N/A
<b>New G5 Headset ID Tags</b>		N/A
<b>G5 Carrier Pads x 5</b>		N/A
<b>Headpad Foam x 10</b>	N/A	
<b>Ear Pads x 10</b>		
<b>Microphone Windscreens x 10</b>		
<b>XT1 Manager's Kit (Ear Pads x 10, Microphone Windscreens x 10, Ear Cups x 5, Headpads x 10)</b>	N/A	
<b>G5 Manager's Kit (Ear Pads x 10, Microphone Windscreens x 10, Carrier Pad x 5, ID Tag Set x 2)</b>		N/A
<b>Disposable Headset Ear Pad Covers</b>		

\* If you are returning more than one headset please ensure each headset is labelled detailing its specific fault.

\* Free standard shipping on any orders over \$200.00 or free express shipping on orders over \$500.00

Return to: Recips, 11/56 Norcal Road, NUNAWADING VIC 3131



Authorised Person: \_\_\_\_\_ Signature: \_\_\_\_\_

## Headset return - postage

Now, it's easier to return your headset to RECIPS for repair.

Simply print out this form, complete details on page 1 and use the reply paid address (below) for free postage to our office.

**Each package must include a tracking number. RECIPS cannot be responsible for any undelivered package sent via "Reply Paid".**

If you prefer to write our address, please ensure you use the reply paid address for free postage:

RECIPS Headset return  
Reply Paid 91740  
NUNAWADING VIC 3131

Securely attach this label to the front of your return package:

 **Delivery Address**  
Unit 11, 56 Norcal Rd  
NUNAWADING VIC 3131

No stamp required  
if posted in Australia



**SENDER NAME & ADDRESS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AUSTRALIA POST  
TRACKING NUMBER:**

**NOTE: RECIPS CANNOT BE RESPONSIBLE  
FOR ANY UNDELIVERED PACKAGES.  
ALWAYS INCLUDE A TRACKING NUMBER.**

**RECIPS Headset return  
Reply Paid 91740  
NUNAWADING VIC 3131**

**BEFORE YOU POST YOUR HEADSET(S) TO US:**

Please include your return address on the front or back of your package.

Always include an Australia Post Tracking Number. RECIPS cannot be held responsible for any package that does not reach our service centre. If a parcel is lost in the mail, an Australia Post tracking number enables you to contact Australia Post to locate your parcel. If a tracking number is not included, and your parcel is not delivered to our service centre, you will understand that RECIPS cannot be held responsible for this parcel. Ensure you have included your completed "Headset Repair - Checklist / Order Form" (page 1 of this document) with your headsets.