NEO Locks Service Request Form

Effective Date: [Insert Date]

Customer Information

Full Name: _____

Contact Number: _____

Email Address: _____

Product Information

Product Model: _____

Serial Number: _____

(You can find the serial number on the product or original packaging.)

Purchase Date: _____

Place of Purchase: _____

(Attach proof of purchase if required for warranty coverage.)

Service Request Details

Type of Service Required (Select one):

[ ] Repair   [ ] Maintenance   [ ] Installation

[ ] Replacement   [ ] Warranty Claim

Description of the Issue/Request:

_____

_____

Preferred Service Date and Time:

Date: _____   Time: _____

Service Location:

Address: _____

City: _____   State: _____

Postal Code: _____

Warranty Information (if applicable)

Is the product under warranty?

[ ] Yes (Attach proof of warranty registration or purchase receipt.)

[ ] No

Warranty Registration Number (if applicable): _____

Additional Information

Have you contacted customer support regarding this issue?

[ ] Yes (Provide Case/Reference Number: _____)

[ ] No

Any Additional Notes or Requests:

_____

Terms and Conditions

By submitting this service request form, you agree to the following terms:

- Service charges may apply for out-of-warranty products or services not covered under warranty.

- Appointments are subject to availability and will be confirmed by our service team.

- NEO Locks is not responsible for damages caused by third-party installations or unauthorized

repairs.

Submission Instructions

You can submit the completed form through any of the following methods:

- Online: Fill out and submit the form on our website at [Insert Website URL].

- Email: Send the completed form to [Insert Email Address].

- Phone: Contact our customer support at [Insert Phone Number] to request service.

- Mail: Mail the completed form to:

  NEO Locks Service Department

  [Insert Mailing Address]

Customer Support Contact

For questions or immediate assistance, please reach out to our support team:

- Phone: [Insert Phone Number]

- Email: [Insert Email Address]

- Website: [Insert Website URL]