Parts Warranty Credit Request

(For Warranties on Replacement Parts and Parts That Have Failed on Units)

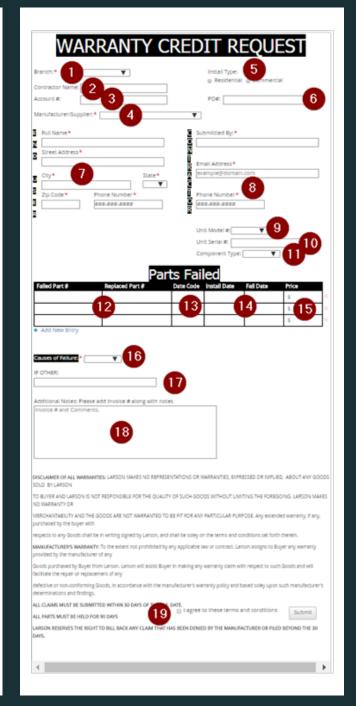
Visit https://gal.filebound.com/portal/

- 1. Enter your local store location
- 2. Your business name
- 3. Your NEW GALarson account number
- 4. Which supplier the failed part came from
- 5. Is this a residential or commercial unit
- 6. Your PO number
- 7. Enter your customer information in all of the fields (If stock, enter your information)
- 8. Enter the contact information for the claim (Phone number must be entered as xxx-xxxx)
- 9. The model number of the unit that the part failed on
- 10. The serial number of the unit that the part failed on
- What type of component are you replacing (If a compressor, heat exchanger, coil, etc., please use the Equipment Warranty Credit Request form)
- 12. The failed and replacement part numbers
- 13. The date code of the part is applicable
- 14. Install and fail date of the part
- 15. Your cost for the replacement part without the tax
- 16. Why did the part fail
- 17. If Other, enter reason for failure. If a Leak, enter where it is leaking. If dented, enter where it is damaged, etc.
- 18. Enter your original invoice and any additional notes you want to
- 19. Check mark the terms and conditions
- 20. Hit the submit button

An email will be sent to the email address on the claim form with your claim number.

If any documents need to be sent for a claim, write the claim number on the document and email it to warrantydept@galarson.com.

Print your claim and attach it to the part, you will be informed if the part needs to be returned to Larson.



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Equipment Warranty Credit Request

(For Warranties on Compressors, Heat Exchangers, Coils, Serialized Accessories as well as Preauthorized Unit Exchanges)

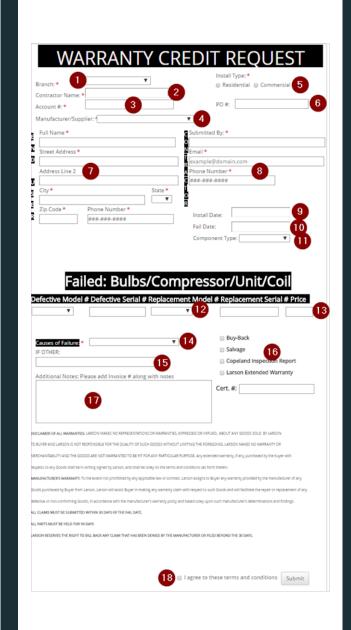
Visit https://gal.filebound.com/portal/

- 1. Enter your local store location
- 2. Your business name
- 3. Your NEW GALarson account number
- 4. Which supplier the failed part came from
- 5. Is this a residential or commercial unit
- 6. Your PO number
- 7. Enter your customer information in all of the fields
- 8. Enter the contact information for the claim (Phone number must be entered as xxx-xxx-xxxx)
- 9. Date the unit was installed
- 10. Date the unit failed
- 11. What type of unit are you replacing
- 12. The model and serial numbers of the defective and replacement unit
- 13. The price you paid for the replacement unit
- 14. Why did the unit fail
- 15. Add additional notes to cause of failure
- 16. If a compressor claim, check mark if any of these apply (If Larson ext. warranty please enter your ext. warranty certificate number)
- Enter your original invoice and any additional notes you want to enter
- 18. Check mark the terms and conditions
- 19. Hit the submit button

An email will be sent to the email address on the claim form with your claim number.

If any documents need to be sent for a claim, write the claim number on the document and email it to warrantydept@galarson.com.

Print your claim and attach it to the part, you will be informed if the part needs to be returned to Larson. (Please check the Warranty page on the Larson website for a list of vendors that always require parts back.)



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