

# Warranty/Replacement Parts Request Form

RETURN VIA FAX TO: 1.800.851.2184 OR VIA EMAIL TO WARRANTY@WYATTOFFICE.COM

PHONE NUMBER 484.987.7200

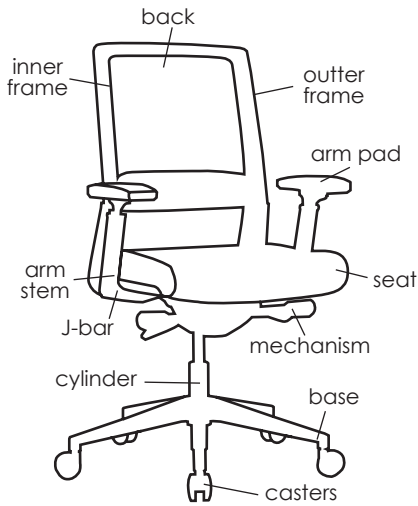
Date: \_\_\_\_\_ Original PO #: \_\_\_\_\_ Original SO# (One # per form): \_\_\_\_\_  
 Dealer: \_\_\_\_\_ Ship to Company Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Ship to Attention: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ship to Address: \_\_\_\_\_  
 Tagging: \_\_\_\_\_ Ship Tp City, State, Zip: \_\_\_\_\_

| Side or Task | Chair Model | Replacement Part | Part Failure Code | Defect Code | QTY | Comments |
|--------------|-------------|------------------|-------------------|-------------|-----|----------|
|              |             |                  |                   |             |     |          |
|              |             |                  |                   |             |     |          |
|              |             |                  |                   |             |     |          |

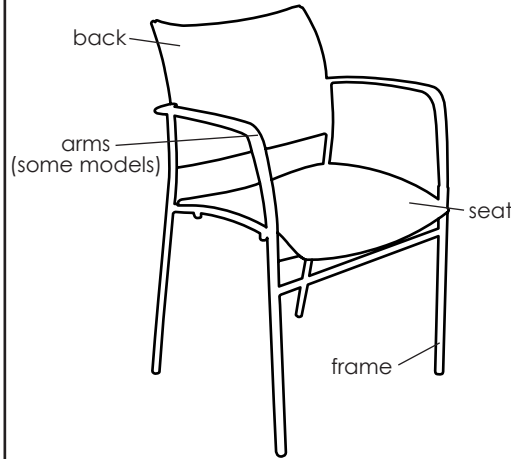
**Part Failure Code - Please choose the component that was affected**

- |                 |                                   |                           |                           |
|-----------------|-----------------------------------|---------------------------|---------------------------|
| 1. Arm          | 5. Back Hardware                  | 9. Cylinder (Task Only)   | 13. KD Hardware Pack      |
| 2. Arm Hardware | 6. Base (Task Only)               | 10. Footring (Task Stool) | 14. Mechanism (Task Only) |
| 3. Arm Pads     | 7. Casters/Glides                 | 11. Frame (Side Only)     | 15. Seat                  |
| 4. Back         | 8. Mechanism Hardware (Task Only) | 12. Headrests             | 16. Cover (Stool Only)    |

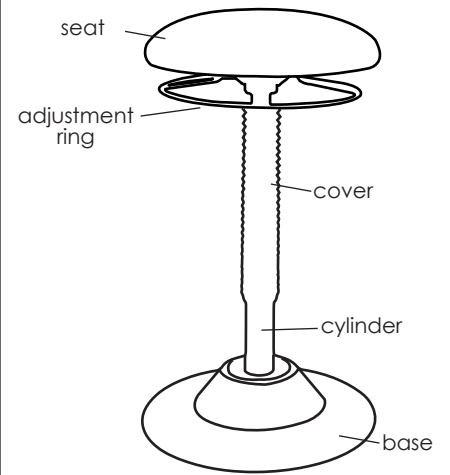
**TASK CHAIR RELATED**



**SIDE CHAIR RELATED**



**STOOL RELATED**



**Defect Code - Please choose the code that best describes the issue**

- |                                  |  |   |                         |
|----------------------------------|--|---|-------------------------|
| 1. Bent                          | 9. Dents in Cushion                                  | 16. Freight Damage                        | 23. Noisy or Squeaking  |
| 2. Blemish: Plastic/Stress Marks | 10. Dirty or Stains                                  | 17. Glue Bleed Through, Heavy/Uneven Glue | 24. Odor                |
| 3. Bunched Fabric/Wrinkles       | 11. Fabric Applied Incorrect (Crooked or Misaligned) | 18. Inserts Falling Out or Broken         | 25. Scratches           |
| 4. Concealed Damage              | 12. Fabric Flaw                                      | 19. Jammed/Won't Lock                     | 26. Staples Exposed     |
| 5. Cracked/Split                 | 13. Fabric Ripped                                    | 20. Loose Screws or Stripped              | 27. Wrong Fabric        |
| 6. Crooked/Not Level             | 14. Fabric Worn                                      | 21. Loose                                 | 28. Wrong Part of Chair |
| 7. Cylinder Leaking/Failure      | 15. Foam Exposed                                     | 22. Missing/Shipped Short                 |                         |
| 8. Delamination                  |  |   |                         |

Please describe, in detail, the EXACT problem below: