

SERVICE REQUEST FORM

1. Please complete this form in its entirety and include a copy with your parcel.
2. Place the Service Request Form and your jewellery items in a secure mailing box or bubble pack, making sure the items are securely wrapped and protected.
3. Ship via Australia Post or your preferred freight method, being sure to insure the items to your satisfaction.
4. Send your parcel to: JOTK Customer Care
PO Box 1082
Broome WA 6725

Name: _____ Date: ____ / ____ / 2014

Address: _____

City: _____ State: _____ Post Code: _____

Day Time Phone: () _____ Mobile: _____

Email: _____

Preferred method of contact: Daytime Phone Mobile Email

Was this item previously serviced by Jewels of the Kimberley? Yes No

If yes, approximately when? _____

Briefly describe what was done _____

Was this item purchased from Jewels of the Kimberley? Yes No

Please provide approximate date of purchase, if available: _____

Please describe your items as completely as possible, including any personalized engraving:

Please describe your servicing request (please be as specific as possible so we can ensure the jeweller does exactly what you wish):

We will contact you as soon as we receive your parcel to notify you of its safe arrival and to discuss your service request in full detail. Your goods are insured by us the entire time they are in our care and will be returned to you via insured courier upon completion of our service.