



English Saddle Repair Form

Date: _____

Shipping Address: (For return shipment)

Name:
Shipping Address:
Town, State, Zip
Home Phone:
Cell Phone:
Email:

Billing Address: (If different from shipping address)

Name:
Address:
Town, State, Zip

Saddle Brand: _____

Saddle Model: _____

Repair(s) Needed: (List in detail)

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Amount of insurance value for return shipment. Please check one: ☐\$999 ☐\$1,499 ☐\$1,999 ☐Other: _____

**Anything above \$999 coverage will require a signature for delivery. Siegel Saddlery is not liable if you choose not to insure your package.*

Repair Price: (if previously quoted): \$_____

Payment: (All repairs must be paid for in advance before returned)

☐ Visa ☐ MasterCard ☐ Discover ☐ Check (made out to Siegel Saddlery)

Credit Card Number: _____ Expiration Date: ____/____ Security Code: _____

Card Holder Name: _____

Date: _____

Card Holder Signature: _____

I authorize the repair(s) to be completed on the item(s) stated above by Siegel Saddlery. I understand that this repair might change the look and feel of the item(s). Siegel Saddlery tries to match materials as close as we can to the original materials. Not all leather colors and finishes can be matched as leather changes its color and feel with oiling and use. Leather samples are available upon request before the repair is completed. If not requested, Siegel Saddlery will use our own material at our discretion. Siegel Saddlery will not be liable if you choose not to insure your package for the full value of its contents during the return shipment process. If saddle is shipped without being scheduled additional fees may apply, your saddle may be returned to you at your expense, or your repair may be delayed.

I understand and agree to the above statement.

Signature: _____

Date: _____

Siegel Saddlery ~ 28 Prospect Hill Road, Royalston MA, 01368 ~ 978-249-2526 (workshop & fax)

jms@siegelsaddlery.com ~ www.siegelsaddlery.com



Joshua M. Siegel
28 Prospect Hill Road
Royalston, MA 01368
#978-249-2526(workshop & fax)
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English Saddle Repairs Shipping Check List

- ☐ Your repair has been scheduled with us and you have been given a ship date. If not, please contact us before sending.
- ☐ Complete provided Repair Form that will be sent with saddle
- ☐ Pack your saddle in a box and ship it (see attached shipping instruction form on how to ship)
→Please use UPS or Fedex only. Do not use USPS as rural service is unreliable.
- ☐ Let us know that your saddle shipped by e-mail. Provide carrier & tracking information if available.

Thank you! Please contact us with any questions you may have. We will contact you after your saddle arrives and have time to inspect it to discuss any further repair information.



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English Saddle Repairs & Shipping Information Sheet

Please contact us by phone, e-mail or on our contact form before you send a repair or drop a repair off at our workshop.
When you contact us we can provide you a prompt time frame of when your repair will be finished, estimated costs and answer any questions you may have. Any repairs sent to us without notice and/or a complete Repair Form cannot be guaranteed to be performed in a timely manner and a service charge may apply. Thank you!

Boxing your Saddle:

Use a cardboard shipping box. You can find boxes at most home hardware/moving/office supply stores. The box should be around 16x16x26 to 18x18x24. Make sure the box is in good condition and has no damage.

What to include & not to include:

1. Include your saddle or approved tack items being repaired
2. Do not include saddle covers, stirrup leather or any other accessories that are not getting repaired
3. Completed Siegel Saddlery Repair Form. Payment information can be sent when repair is done and ready to ship back or we can send you a secure online invoice to pay.

Packing Materials:

Use crumpled up packing paper/newspaper or bubble wrap. *Please do not pack your saddle in peanuts or any styrofoam.* Place some packing material in the bottom of the box, place the saddle in a plastic bag, put the saddle in the box and then fill around the saddle with packing materials. Place Repair Form in the box. Make sure the box is taped shut tightly to prevent opening in transit.

Carrier:

Use UPS or FEDEX

*For savings on shipping you can box and package the saddle yourself, create a label at home at UPS.com and drop off at a verified UPS drop-off location. Be aware if you go to a UPS Store or other 3rd party shipping store you will pay additional service fee's for them to package and ship.

Don't use USPS (rural service unreliable and will be left at unsecured mailbox at end of road)

Please Note! Insurance is recommended on the amount you value the saddle or tack item at as it is possible boxes can become damaged or lost in transit.

Siegel Saddlery is not responsible for any packages lost or damaged by shipping carrier.

Where to send your saddle:

Siegel Saddlery
28 Prospect Hill Road
Royalston, MA 01368

Dropping off repairs at workshop:

As of January 2022 we no longer offer this option due to insurance regulations. Repairs can be shipped to us or, if planned, can be given to Josh while at your scheduled barn call. Your saddle will be shipped back or returned with a scheduled follow-up barn call.

Thank you! Please contact us with any questions you may have.