



Black Sheep Music Equipment Guitar Setup & Inspection Report

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www.blacksheepmusicgear.com

Work Order #: _____

Customer Name: _____

Customer Phone: _____

Customer E-mail: _____

Date Received: _____

Date Completed: _____

Instrument Details:

General:

Make: _____ Model: _____ Year: _____

Serial Number: _____ Color: _____

Type: Guitar Bass Other (Specify): _____

Subtype: Electric Acoustic

Instrument Description: _____

of Frets: _____ # of Pickups: _____

Pickup Type: Neck: _____ Middle: _____ Bridge: _____

Other: _____

Instrument specs:

Weight: _____ Overall Length: _____

Body Width: _____ Body Depth: _____

Scale: _____ Neck Width (at the nut): _____ Nut Material: _____

Bridge type: _____ Bridge measurement (at outer screws/pins): _____

Body Material: _____ Neck Material: _____ Fretboard: _____

Top Material: _____ Headstock/Tuners: _____

Bridge Material (Acoustic): _____ Fretboard Radius: _____

Notes on Specs: _____

Condition Report:

Condition as received:

Overall Condition: ☐ Mint ☐ Excellent ☐ Very Good ☐ Good ☐ Fair ☐ Poor ☐ Very Poor

Visible Damage: ☐ Yes ☐ No

Playable: ☐ Yes ☐ No (If no, explain)

As-Is Fair Market Retail Price Range:* _____

Observations: _____

Noticeable Marks or Defects: _____

Condition as completed:

Overall Condition: ☐ Mint ☐ Excellent ☐ Very Good ☐ Good ☐ Fair ☐ Poor ☐ Very Poor

Visible Damage: ☐ Yes ☐ No

Playable: ☐ Yes ☐ No (If no, explain)

As-Is Fair Market Retail Price Range:* _____

Observations: _____

Noticeable Marks or Defects: _____

Repair or Maintenance Recommendations: _____

*** Price range is our estimate of fair retail value based on the Instrument's type and condition in the context of current market trends. This valuation estimate is provided as a courtesy and does NOT constitute a certified appraisal.**

Inspection Procedure:

1. Clean, Inspect and Test Pickups: ☐ Completed ☐ Not Completed ☐ N/A
Pickup Resistance: _____ Neck: _____ Middle: _____ Bridge: _____
Notes: _____
2. Clean, Inspect and Test Pots: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
3. Clean, Inspect, and Test Switches: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
4. Clean, and Inspect Input Jack: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
5. Inspect all Ground Connections: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
6. Clean and Inspect Headstock, Neck and Neck Joint: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
7. Lubricate and Inspect Truss Rod: ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____
8. Inspect Frets: ☐ Completed ☐ Not Completed ☐ N/A
High Frets: ☐ No ☐ Yes:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

Notes: _____
9. Clean and Inspect Fretboard: ☐ Completed ☐ Not Completed ☐ N/A
Fretboard Radius: 3rd Fret: _____ 12th Fret: _____ Highest Fret: _____
Notes: _____
10. Clean and Inspect Neck Bolts (If Applicable): ☐ Completed ☐ Not Completed ☐ N/A
Notes: _____

11. Clean and Inspect Tuning Machine Hardware: ☐ Completed ☐ Not Completed ☐ N/A

Notes: _____

12. Clean and Inspect String Trees and/or Guides: ☐ Completed ☐ Not Completed ☐ N/A

Notes: _____

13. Clean and Inspect Bridge Components: ☐ Completed ☐ Not Completed ☐ N/A

Notes: _____

14. Replace Strings: ☐ Completed ☐ Not Completed ☐ N/A

Gauges: E ____ A ____ D ____ G ____ B ____ E ____

Notes: _____

15. Adjust Bridge Saddles: ☐ Completed ☐ Not Completed ☐ N/A

String Radius: _____

Notes: _____

16. Measure Action Height: ☐ Completed ☐ Not Completed ☐ N/A

High E: 3rd Fret: _____ 12th Fret: _____

Low E: 3rd Fret: _____ 12th Fret: _____

Notes: _____

17. Inspect Bridge Saddle (Acoustic Only)

☐ Completed ☐ Not Completed ☐ N/A

Notes: _____

18. Clean and Inspect Nut and Nut Slots: ☐ Completed ☐ Not Completed ☐ N/A

2nd Fret height: _____ Nut Slot Depth: _____ Adjusted: ☐ Yes ☐ No

Notes: _____

19. Set Intonation*: ☐ Completed ☐ Not Completed ☐ N/A

12th Fret: E ____ A ____ D ____ G ____ B ____ E ____

Notes: _____

20. Inspect Guitar Body for cracks or damage:

☐ Completed ☐ Not Completed ☐ N/A

Notes: _____

**We set intonation in Standard E tuning at the 12th fret by default. Alternate intonation adjustments can be made to a player's preference when requested.*

☐ Completed ☐ Not Completed ☐ N/A

☐ Completed ☐ Not Completed ☐ N/A

Additional Notes: _____

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This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Inspection Date: _____ Customer Printed Name: _____
 Technician: _____ Customer Signature: _____
 Pickup Date: _____

Black Sheep Music Equipment guarantees the quality of our work. Any concerns or disputes regarding the work completed on your instrument must be filed via e-mail to support@blacksheepmusicgear.com within 5 business days of receipt of the returned Instrument. We will make every reasonable effort to resolve the issue. Refunds and/or cost of outside repair will be furnished only if we are unable to correct deficiencies or damage caused specifically by our service on the guitar. We want you to be happy with our work and will do everything in our power to ensure your customer satisfaction the first time!