



## LOCAL CONTACTLESS DROP OFF INFORMATION FORM

### Please complete this form then:

- 1) Email it to [kjwoodwindrepairs@gmail.com](mailto:kjwoodwindrepairs@gmail.com) **OR**
- 2) Print and leave it outside of the case at drop off

### To complete form:

- 1) Download PDF and "Save as" to your device
- 2) Open the saved file on your device & complete

### When dropping off your instrument:

Please place your instrument (and form, if applicable) in the blue "SAFE DROP" bin which is located directly outside the door of KJWR.

**PLEASE MAKE SURE KIM SEES YOU DROP OFF YOUR INSTRUMENT!**

### Client Information

Mailing / Shipping Address

Name

Pronouns

Email

Mobile

Landline

### Instrument Information

Piccolo

Bass Flute

**Brand:**

Concert Flute

Oboe

**Model:**

Alto Flute

English Horn

**Serial #**

Other:

**Name** (if applicable)

### Service Requested

COA

Overhaul

Other

**REQUIRED:** Contact if estimate exceeds \$ (taxes not included)

### Accessories (only indicate those sent with the instrument to KJWR)

Soft Case Cover

Thumb Port (Right Hand)

Bo-Bep

Tuning / Cleaning Rod

Finger Port (Left Hand)

Flute Plugs

Other:

Signature:

Date: