



LOANER EQUIPMENT SHIPPING REQUEST

Date:		Sales Office:		Store #:	
Requestor Name:			Extension:		Combined Shipment:
DBA:					
Contact Name:				Phone #:	
Street Address:					
City / State / Zip:				Ship To:	
Service Type:			Processing Via:		
CCP:		MID:		Ext. PIN Pad:	

Current equipment to which loaner will connect: _____

<i>Terminal Based</i>		<i>PC Based</i> Must have all Windows updates before Install	
PABX:	Connection:	Contact has Admin Rights:	
Phone Lines:		USB or Serial Port Available:	
Dedicated Phone Line:		O/S:	IE Ver:

# of Terminals:	# of Imagers:	# of Checkreaders:
Equipment Classification Requested: <input type="checkbox"/> New Request <input type="checkbox"/> Additional Equipment <input type="checkbox"/> Replacement		

++++++ Returned Equipment Info ++++++
(List all equipment and cables being returned by the merchant)

Equipment Type	Power Supply	P/S Qty	Data Cable	D/C Qty	Returned Asset #

Programmed by: _____ Tested by: _____ Date: _____

++++++ Shipping Information ++++++

All equipment will be shipped the following day after shipping request has been received.
FedEx CANNOT deliver to a P.O. Box

5 or more units require special pricing – VP signature required for Overnight or Second Day.

- Overnight** (\$55 for one device, \$18 each additional device) VP: _____
- Second Day** (\$40 for one device, \$15 each additional device) VP: _____
- Ground** (\$20 for one device, \$10 each additional device)
- Special Order** EVP: _____
- RSL** (# of term/rdrs: _____ # of Pwr Splys: _____ # of Data Cbls: _____)
- Waive Shipping** VP: _____

FedEx Account # for Billing: _____

E-mail Confirmation to: _____

Quality Inspection: _____