



## Repair Request Form

*Please complete ALL sections of this request form and email or fax a hard copy of the purchase order and this form to the coordinator to facilitate drop-off or shipment. This information MUST BE RECEIVED before Drake Controls, LLC or Drake Controls – West, LLC will agree to any repair.*

Contact Information		
Today's Date:	Customer PO No.:	RMA No.:
Company Name:		
Company Billing Address:		
Company Phone No.:	Company Fax No.:	
Individual Requesting Repair:	Requestor Email:	
Requestor Phone No.:	Requestor Fax No.:	

Repair Information	
Item Type:	
Part No.:	Serial No.:
Reason for Repair:	

Payment Method
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- Credit-Approved Customer\*       Credit Card/Cash in Advance\*\*       Wire Transfer\*\*\*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Please sign and return via email at [service@drakecontrols.com](mailto:service@drakecontrols.com) or fax to 713-996-0195 (Texas location) or 714-562-1077 (California location).*

\*To be approved for credit terms, please fill out the [Credit Application](#) form.

\*\*To process a credit or debit card payment upfront, please fill out the [Credit Card Authorization](#) form; however, to pay by check, please remit all checks to **8731 Fallbrook Dr., Houston, TX 77064** and make checks out to **Drake Controls, LLC** (Texas customers) or **Drake Controls – West, LLC** (California customers).

\*\*\*Please contact us for wire transfer information.

Drake Controls, LLC  
8731 Fallbrook Drive  
Houston, TX 77064  
877-544-5201  
713-996-0195

Drake Controls - West, LLC  
7050 Village Drive, Ste A  
Buena Park, CA 90621  
877-602-3743  
714-562-1077

Drake Controls Corpus Christi  
8233 Leopard Street  
Corpus Christi, TX 78409  
361-360-6003

Drake Controls de Mexico S. de R.L. de C.V.  
Ave. de las Granjas #56  
Colonia Sector Naval  
Azcapotzalco, C.P. 02080, Mexico D.F.  
001-888-418-DRAK

[www.drakecontrols.com](http://www.drakecontrols.com)