

Level Five Supplies Ltd

Frome Business Park, Manor Road, Frome, Somerset BA11 4FN

Company Number: 11675958

Tel: 0117 318 4800

Email: support@levelfivesupplies.com

Company number 11675958, VAT number: GB319047703

Parts Labour Claim Form

Please complete this form, continuing on to additional pages as required, and email as a PDF to support@levelfivesupplies.com Please allow up to 14 days for a response.

1. Please confirm you have already exhausted existing support mechanisms and resolutions offered by Level Five Supplies Ltd and / or its suppliers:

2. Please list the product(s) you purchased which relate to your claim, with manufacturer name, product details and serial number if known:

3. Please describe the nature of your claim:

Example: In normal use of Product X, the product failed, causing damage to Equipment Z. This took 4 hours to fix and incurred additional costs of £250 in parts.

4. Please list the value of labour (listing job titles, tasks and times taken) caused directly by the product(s) failure:

Example: Engineer, removal of failed parts (30 minutes), repair of equipment (2 hours), safety report compilation (30 minutes)

5. Please add written confirmation from your insurer that your losses are or are not covered through your existing policies, including any excess. Please include Insurer name, policy number and renewal date. [Policies can be attached as a PDF]

Customer Declaration

This claim as detailed above represent the total claim in respect of the goods returned

Signed:.....

Dated:.....