

Vincent & Company Fine Jewelers Repair Request Form

Fill out completely, sign, and return with your repair item. One form per item.

Name: _____

Address: _____

Email: _____

Phone () _____ Preferred method of contact (circle one): Phone Email Text

Item Type (circle one):

Ring Chain Pendant/Charm. Bracelet Earring(s) Brooch/Pin Bead/Pearl Strand

Other (Please Describe): _____

Metal Type (circle one): Platinum. 18K. 14K. 10K. Sterling Silver Unknown

Metal Color: White Yellow. Rose

Approximate Current Finger Size or Chain Length if known: _____

Stones: Yes. No.

What needs fixed?

Is there anything special we need to know, (ex: requested completion date, any specific concern) or other request?

Agreement: *I understand that Vincent & Company will have a limited ability to examine my item upon drop off. I ask Vincent & Company to be reasonably responsible for my item as described above and understand that their professional opinion of value may differ from my stated value. I agree Vincent & Company will provide an estimate of the proposed work and fees. I will compensate Vincent & Company for the agreed upon fees in a timely manner upon completion, and will not expect them to remain responsible for my item after 60 days. I understand that Vincent & Company is not offering to act as an insurer of my item.*

Signature _____ Date _____