



# LOANER EQUIPMENT SHIPPING REQUEST

			<b>Store #:</b>	
Date:		Sales Office:		Bill Shipping To:
Requestor Name:		Extension:		Combined Shipment No: <input type="checkbox"/>
DBA:				Yes: <input type="checkbox"/> Total # Units:
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> <i>Must have all Windows updates before Install</i>	
PABX:	Connection:	Contact has Admin Rights:	
Phone Lines:	Dedicated 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 #

Processed by (RSS rep): \_\_\_\_\_ 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

- ☐ **Overnight** (\$80 per device)  
☐ **Second Day** (\$55 per device)  
☐ **Ground** (\$25 per device)  
☐ **RSL** (# of term/rdrs: \_\_\_\_\_ # of Pwr Splys: \_\_\_\_\_ # of Data Cbls: \_\_\_\_\_)  
☐ **Waive Shipping** VP: \_\_\_\_\_ ☐ **Special Order** EVP: \_\_\_\_\_

FedEx Account # for Billing: \_\_\_\_\_

E-mail Confirmation to: \_\_\_\_\_

Quality Inspection: \_\_\_\_\_