



Service Request Form

1. Please fill out this form in its entirety. Make a copy for your records.
2. Place this form with merchandise in a secure mailing box or padded envelope, making sure that item(s) are properly protected. It is a good idea to place the jewelry in a box or baggie stapled to this form so it is secure and easy to find in the package.
3. Ship via the transit service of your choice, being sure to insure it for the proper value. We recommend USPS Registered Mail insured for the value of your item. Trice will not be held responsible for items lost in transit by shipping companies.
4. If you have additional questions please call us at (303) 759-9661.

Date:

Name:

Address:

City, State, Zip:

Best Contact Phone Number:

Email Address:

Has the merchandise ever been serviced by Trice? If yes, when?

Please provide approximate date of purchase, if known:

Please describe your merchandise as completely as possible, including any damage, and/or personalized engraving.

Please describe service request (please be as specific as possible):

Additional comments or instructions for our staff:

TRICO

Attn: Service & Repairs

6885 S University Boulevard

Centennial, CO 80122