

**Directions for making documentation (proforma invoices) for the shipment of units for service:**

- 1) The money value of sent goods suppose to be the approximate value of their real value but not less than 22 Euro (parcels below this value do not pass the customs clearance!!!)
- 2) The proforma invoice must contain the name of the instrument along with its serial number
- 3) In case of sending the instrument together with its accessories (e.g. microphones, accelerometers), proforma invoice must contain serial numbers of these accessories.
- 4) The proforma invoice must contain a note: NO COMMERCIAL VALUE. VALUE FOR CUSTOMS PURPOSE ONLY.
- 5) SVANTEK service offer is available only for goods purchased from SVANTEK
- 6) Before sending instruments for service always send PROFORMA for approval to **office@svantek.com.pl**

Ip.	MODEL	DESCRIPTION	VALUE
1	SVAN 959	SOUND AND VIBRATION ANALYSER Serial No. 11111 with accessories: SV 12L serial no. 22222 SV40AE serial no.3333	100
2	SV 30A	ACOUSTIC CALIBRATOR seria no. 44444	50
<b>TOTAL</b>			<b>150,00</b>

  

**No commercial value. Value for customs purpose only**

**NOTES:** UNITS RETURNED FOR SERVICE PURPOSES  
TERMS OF SALE: DDU WARSAW

**PROFORMA INVOICE  
No. 01**

Document must be titled as a Proforma Invoice with an order number

**SHIPPER  
CONTACT  
ADDRESS**

Put your data here

<b>Bill to:</b>	<b>DATE</b>
SVANTEK Sp. z o.o. Pl. Inwalidów 3/62 01-514 WARSZAWA POLAND PHONE: (+48 22) 8390031 FAX: (+48 22) 8390031	2009-01-01
<b>Ship to:</b>	
SVANTEK Sp. z o.o. Production Department Chodakowska 26/32 IIp 03-816 Warsaw Poland	

SVANTEK uses two different addresses for shipments and invoices!

Value cannot be lower than 22EURO

Accessories and their serial numbers must be also shown

Total value must be shown

Proforma must contain these notes!