

**PLEASE NOTE: IMPROPER PACKAGING OF PRODUCT RETURNS COULD RESULT IN VOIDING THE PRODUCT WARRANTY. PLEASE FOLLOW THE STEP-BY-STEP INSTRUCTIONS BELOW FOR PROPER PACKAGING BEFORE SHIPPING ANY ITEMS TO SEMACON OR YOUR DISTRIBUTOR. PLEASE RETAIN ALL ORIGINAL PACKING MATERIALS FOR USE WHEN RETURNING THE MACHINE FOR SERVICE.**

## **PLEASE FOLLOW THESE PACKAGING GUIDELINES**

### **STEP-BY-STEP INSTRUCTIONS**

- 1) Call Semacon Service Center or distributor and get RA number assigned
- 2) Place machine in large plastic bag and tape shut
- 3) Do not include power cord or other accessories
- 4) Place machine in original molded foam blocks
- 5) If molded foam blocks are unavailable, wrap machine in large bubble wrap 2-3 times, then rotate 90 degrees and wrap 2-3 times again, then tape bubble wrap securely
- 6) Place machine in original corrugated cardboard box
- 7) If original cardboard box is unavailable, use a box as snug as possible and add filler if necessary
- 8) Include a written description of the problem you are having, contact information and RA number
- 9) Tape box shut
- 10) Place box inside second larger box with minimum of 2 inches of tightly packed foam peanuts or other appropriate cushioning material on all sides
- 11) Tape box shut
- 12) Write RA number on the outside of the box

*Ship machine to:*

**SEMACON™**

**Semacon Business Machines, Inc.**

**Attn: Service Center**

**7430 Trade Street**

**San Diego, CA 92121**

**Tel: 858-638-0100**

**THANK YOU FOR CHOOSING A SEMACON PRODUCT FOR YOUR MONEY  
HANDLING NEEDS!**