

Packaging Instructions

- Don't forget to print and fill out the [Contact Info Sheet](#) to send with your repair. Be sure to include ALL of your contact information (Name, Address, Phone number(s), e-mail address, etc.) and be sure to put the contact sheet inside the package before you seal it to ship.
- Use a sturdy cardboard box, no envelopes or bubble/padded mailers.
- Before placing your watch into the box, wrap it with bubble wrap or any similar packaging material to ensure your watch remains stationary, secure, and protected while in transit.
- Tape all sides of the box securely and be sure to remove any old mailing labels if using a recycled box.
- We encourage you to insure your package for the full replacement value of your watch.

Please mail your watch with your [Contact Info Sheet](#) to:

Precision Time
Watch Service Center
9298 South 500 West
Sandy, UT 84070

IMPORTANT NOTICE: Shipping insurance is your responsibility! We strongly encourage you to add “shipping insurance” to your package when you drop it off at the post office. The insurance amount you add should be sufficient to cover the value of your watch should it be lost or damaged in transit. Precision Time Co. is not responsible for watches lost or damaged while shipping.

Once we receive your watch, you will be contacted by a Watch Service Center representative with an estimate. If you have any questions, please don't hesitate to call or email us at: Watch Service Center **1-800-463-6816** or wsc@precisiontimeco.com