

Queue Number: _____

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Date Received — checked in by (staff name or initials):	Date Serviced by Technician:
Name:	Address/City:
Phone Number:	E-Mail Address:
BERNINA Model Number:	Machine Serial Number:

- Please have customer provide :**
- 3A/3C buttonhole foot
 - Power Cord
 - Foot Control
 - Bobbin case
 - Hard case/cover
 - Large Embroidery hoops and darning foot (if embroidery module is to be serviced)

Other accessories provided:

- Do complete a Clean, Oil and Adjust (COA)** **Do not complete COA**

NOTE: Your BERNINA model's firmware must be up to date. If you have not updated it prior to dropping your machine off, our technicians will do so — this adds a \$25 charge to COA and/or other service costs.



Customer Comments *(may continue on back if necessary)*

Standard Checks for Sewing Machines by Technician

- Bobbin Winder
- Needle Positioning
- Presser Foot Position
- Feed Dog Position
- Bobbin Tension
- Upper Tension
- Belt Tension
- Needle Synchronization
- Backrun/Loop Lift
- Check Spring Operation
- Buttonhole Operation
- Decorative stitch Balance
- Long/Basting Operation
- Clean & Oil
- Sample
- New Needles(s) in machine

Standard Checks for Sergers by Technician

- Needle Height
- Needle Plate Position
- Lower Loper Timing
- Lower Loper Radius
- Lower Loper to Needles
- Upper Loper Projection
- Upper Loper Timing
- Upper to Lower Loper
- Upper Loper Tension
- All Other Tensions
- Knife Blade(s) Condition
- 3 & 4 Thread Samples
- Clean & Oil
- Sewing sample
- New Needle(s) in machine

Description of Work Performed beyond Standard Checks *(labor warranted for 30 Days)*

Service Fee	Add'l. Labor (if any)	Parts Costs	Taxes (parts only)	Total Charges