



CLARA WILLIAMS

Repair Form

4 Week Lead Time

Date _____

We will contact you once we receive your repair. Preferred method of contact (circle): EMAIL PHONE

Name _____ Phone _____ Email _____

Return Repair Address _____

Approximate Date of Purchase _____

Original Purchaser (if not yourself) _____

Order Number (if applicable) _____

Description of Item _____

(ex: Pearl Necklace)

Description of Repair _____

(ex: Replace Magnet or Restrung Beads)

Additional Notes _____

Please include this form in the package with your items and keep a copy for your records. We recommend insuring your package and requiring a signature as Clara Williams is not responsible for items lost or damaged in transit. While we take the utmost care of your jewelry while it's in our possession, accidents (though rare) can happen. Please be aware that pieces can be damaged during the repair and cleaning process.

Clara Williams Jewelry is guaranteed for up to one year. After one year, you may incur a charge depending on the type of repair. This information will be communicated to you before we proceed. Standard Ground Shipping for repairs is \$20.

