



JEWELRY SERVICE FORM

To assist in the process, please use this form for all jewelry service requests - from warranty / maintenance and repair work to the submission of diamonds or gemstones for existing orders. **NOTE: This form is not for returns.**

CONTACT INFORMATION

INVOICE NUMBER (IF APPLICABLE): _____

CONTACT PHONE NUMBER: _____

CONTACT EMAIL: _____

BILLING INFORMATION

NAME: _____

STREET ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

SHIPPING INFORMATION (IF DIFFERENT)

NAME: _____

STREET ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

JEWELRY SERVICE TYPE

1. Maintenance Work

Polish	YES	NO
Cleaning	YES	NO
Inspection	YES	NO
Re-Rhodium	YES	NO
Stone Tightening	YES	NO
Ring Resizing	YES	NO
New Size:		

2. Replace Stones

YES NO

Costs (if any) will be determined upon inspection.

3. Other (please explain)

NOTE: Upon receipt of the package, the piece(s) will be inspected to determine if any additional fees may apply.

SHIPPING INSTRUCTIONS

1. PREPARING YOUR SHIPMENT: Please pack your item(s) securely.

2. COMPLETE THIS FORM: Include this form with your shipment.

3. PLEASE SHIP TO: EFA
611 Wilshire Boulevard #909
Los Angeles CA 90017

RETURN SHIPPING / FEES:

Items under \$1,000 - \$20

Items between \$1000 - \$7500 - \$50

Items over \$7500 - \$70

NOTE: Additional fees may apply based upon inspection.

4. UPON RECEIPT: Once the package arrives, we will inspect the contents and reach out within one business day through the contact information above. If additional fees are expected, we will notify you prior to working on your job.

ADDITIONAL SHIPPING NOTES: When shipping, please ship insured, with tracking and signature required. Please package and ship securely. deBebians is not responsible for lost, stolen and/or damaged shipments.

IMPORTANT: Do not write diamonds, jewelry, gold or anything else that may indicate what may be inside the package.