

## Aspen -Stand Alone Parts- Warranty Report Form

1 YEAR WARRANTY from date of purchase for parts purchased separate from manufactured product.

Submission and completion of the process will allow Aspen to determine the eligibility of the component for warranty replacement and or credit. In order for Aspen to process this claim in a timely manner, complete information must be provided below.

**NOTE:** Parts *must* be warranted through the purchasing wholesale distributor with proof of purchase provided (original invoice copy). Once Aspen receives the information, a determination of eligibility for warranty will be made and "if" the component is eligible, a credit to account will be issued to the original purchasing wholesaler or credit back on replacement purchase order number.

**ALL** information is required:

Distributor \_\_\_\_\_ Distributor Address \_\_\_\_\_

E-mail \_\_\_\_\_ Phone# \_\_\_\_\_

Wholesaler Rep Name \_\_\_\_\_ Part # \_\_\_\_\_

Description \_\_\_\_\_ Debit Memo # \_\_\_\_\_

Detailed description of defect- \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**P.O. # for replacement component** \_\_\_\_\_ (If replacement part is desired – give valid P.O.# Aspen will credit P.O. upon receipt and approval of defective part.)

**HOW TO RETURN DEFECTIVE PART** (ALL must be included and received for credit issue)

1) Completed form      2) Defective part      3) Proof of purchase

**SEND TO:**

Claims Department  
Aspen Manufacturing  
373 Atascocita Rd. Humble, TX 77396

Phone (281) 441-6500  
[mariad@aspenmfg.com](mailto:mariad@aspenmfg.com)