

HALLOWELL EMC LOANER PROGRAM

This program is specifically designed for our established customers who need a ventilator for a short period of time; this could be for a one-time procedure or to offset the time of sending their unit back for a Service/Cleaning & Calibration. Rental of one loaner unit is allowed at a time.

The length of time for the “Loaner” is based on a two-week usage. The initial two-week charge will be \$365.00. A credit card is required for this program. The customer, in addition to the \$365.00, will pay all shipping costs up front (This will include shipping costs to your facility and a return tag service upon expiration of the loaner program). If there is a shipping carrier that your company currently uses, please provide HEMC your account number and we will gladly send this to you freight collect.

As a reminder, upon the expiration of the two-week program you will be notified about the return of the unit. If you opt to continue use of the loaner unit your credit card will be charged for an additional two weeks.

Note: Transit time for shipping is not included in the length of the Loaner Program. The dock date of the unit at your facility is the start date used.

IMPORTANT: If the original packaging is damaged upon delivery, please notify HEMC immediately, preferably before the unit is used. Inspection of the unit upon arrival should be done to ensure it is fully functional. Should HEMC file a claim for damages UPS will more than likely want to inspect the packaging.

When the unit is ready to be returned to HEMC, the facility should notify HEMC promptly. HEMC will in turn supply UPS the information for a call tag electronically that same day. After HEMC is notified, the facility should re-pack the unit in its original packaging in the same manner that it was received along with the original equipment that was received with the unit. UPS will then come to your facility with the call tag and pick-up the package for transport.

Please make sure all items that were sent with the ventilator are returned with it, including any consumables, such as bellows and housings, etc., as all items are serialized & inspected upon return. If items are found to not match serial numbers on file, a \$50 fee will be charged to the card on file. If original parts are not returned within 30 days of HEMC receiving the loaner ventilator, full price of mismatched items will be charged to the card on file.

(Disclaimer: The Loaner Program fees do not cover unit damaged by abuse or where unit is operated outside the normal operating conditions. Additional costs will ensue if repairs are needed. Full notification will be rendered if unit needs service.)

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By signing this document, you are acknowledging that you accept the terms outlined. You are also acknowledging that you understand that your credit card is required & held as a security deposit for the unit. The included Credit Card Authorization form must be completed in its entirety & returned with this signed document.

These forms may be returned to our office via email (Info@Hallowell.com) or fax (413-496-9254).

X

Full Name (please print):

Date of Signature:

Facility:

Phone number:

Email address:

For office use only:

Date Received:

Received by:

RA# Relative Repair:

Loaner Serial#:

Credit Card Information	
Card Type:	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover <input type="checkbox"/> AMEX
Cardholder Name (as shown on card):	
Card Number:	CSV:
Expiration Date (mm/yy):	
Cardholder ZIP Code (from credit card billing address):	

Authorization for single use of credit card:

I, _____, authorize Hallowell EMC to charge my credit card above for agreed upon purchase.

Customer Signature

Print Customer Name

Date

Authorization to keep card on file for future purchases or as deposit for loaner

Facility Name: _____

Contact Name: _____

Contact Email Address: _____

I, _____, authorize Hallowell EMC to charge my credit card above for agreed upon purchases. I understand that my credit card number will be saved for future transactions on my account and that I may cancel this authorization at any time by contacting Hallowell EMC. Under Federal regulation Hallowell EMC may not store the CSV number associated with my card and may ask for this security code to continue to process my card at a later date.

Customer Signature

Print Customer Name

Date