



L and R Meter Service, LLC

2636 W. FM 696

Lexington, TX 78947

979-773-4041

info@gravitymeter-repair.com

www.gravitymeter-repair.com

SHIPPING INSTRUCTIONS & PRECAUTIONS

- **Tape Clamp** - Place tape around the clamping screw and the eyepiece to prevent the clamp from vibrating loose or curious people from tampering with it.
- **Retract Leveling Screws** - Retract the leveling screws until they are flush with the bottom of the meter.
- **I.D. Inside Case** - Place a business card or some identification inside the carrying case -- in the case the box and its labels are damaged or separated in customs.
- **No Batteries with Meter** - Do not pack batteries with the meter. Acid has come out of them in hot climates. Also, minor damage could cause a short and incinerate a gravity meter.
- **Keep Light Weight** - Do not pack anything heavy with the meter. Keep the "special" shipping box as light as possible so people will tend to handle it with more care.
- **Foam On Top Of Meter** - Place a piece of foam rubber atop the instrument so it can not vibrate up and down inside the carrying case. Be sure there is nothing to rub on the instrument.
- **Use Special Shipping Box** - Use the *L and R* designed shipping box for the carrying case. Plan ahead: if it has been lost or severely damaged, send for a new one. If the *L and R* box is not available, use a large cardboard container, well padded with SOFT foam rubber. A wood or metal box is not advisable as it does not absorb impact as well as cardboard. Do not even consider shipping the meter in the bare aluminum carrying case.
- **Fragile Signs** - If the large DELICATE INSTRUMENT sign is damaged or obliterated with labels or air bill envelopes, be sure to place a FRAGILE sign on the box. If a fragile shipment is not adequately marked, the insurance company may reject a claim for damages.
- **Packing Accessories** - Pack the accessories in a separate box. Always place the batteries right-side up. Protect them and other accessories from damaging each other by using plenty of packing in a thoughtful way.
- **International Shipping – Return to:**
L and R Meter Service
2636 W FM. 696
Lexington, Texas 78947 USA
Notify:
Kuehne & Nagel, Inc.
Austin, Texas USA
512-719-4024
- Be sure to attach to the outside of the box a certificate of "US goods being returned for repairs."
- **Receiving Shipment** - Upon receipt of a shipment, it should be inspected promptly and any damage should be reported at once. For an insurance claim to be valid, it must be reported within the time limit prescribed by the insurance company. Save the packing material to prove to the insurance inspector that the shipment was properly packed and adequately labeled.

**FOREIGN SHIPPERS DECLARATION
COVERING THE RETURN OF UNITED STATES MERCHANDISE**

Required: When value of goods exceeds \$1,000 US

I, _____ DECLARE THAT THE ARTICLES SPECIFIED HEREIN ARE, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE GROWTH, PRODUCE, OR MANUFACTURE OF THE UNITED STATES. THAT THEY WERE EXPORTED FROM THE UNITED STATES FROM THE PORT OF _____ ON OR ABOUT _____ THAT THEY ARE RETURNED WITHOUT HAVING BEEN ADVANCED IN VALUE OR IMPROVED BY ANY PROCESS OF MANUFACTURE OR OTHER MEANS.

Marks	Qty	Model No.	Description	S/N	Value in U.S. \$
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	One	Model G / D	LaCoste & Romberg Gravity Meter & Parts		
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SHIPPED VIA _____ DATE _____

DATE: _____ SIGNATURE _____

TITLE _____

ADDRESS _____

U.S. Customs regulations, Sec 10, 1, revised as of October 1957 provides that shipments of returned U.S. goods valued over \$1,000.00 require foreign shipper's declaration for FREE ENTRY into the United States.

Customer _____