

**Sutton Tools Netherlands (Head Office)**

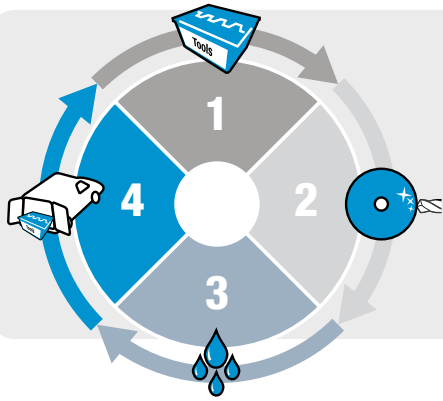
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## TOOLS SERVICING RETURN PROCEDURE



### Tool Regrinding Procedure

**1. Inspect & Quote**

Old tools sent to Sutton Tools Europe

**2. Re grind**

Tools sharpened

**3. Recoat**

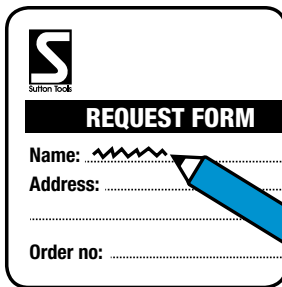
To extend the life of the tool

**4. Delivery**

Tools returned to the customer

**Please follow the below procedure to ensure a fast and reliable return of your tools to Sutton Tools for re-servicing.**

### Step 1



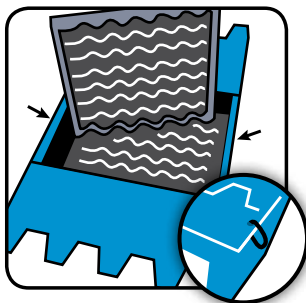
### Tool Re-Servicing Request Form

Complete the form listing each different tool.

**Please provide these details:**

- Company Name
  - Contact Name
  - Phone Number
  - Fax Number
  - Pick-up address
  - Email Address
  - Order Number
  - Consignment Weight\*
- \*Note - Maximum of 10Kg per container

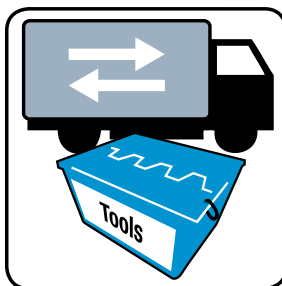
### Step 2



### Packing

Sutton Tools re-sharpening boxes with foam will be provided to help protect tools during transport. Ensure free space is adequately padded to minimise tool movement. With 2 cable ties secure lid on either side, cutting off any excess remainder if any.

### Step 3



### Send Re-Servicing box to Sutton Tools

**Email:** [suttontools.eu@sutton.com.au](mailto:suttontools.eu@sutton.com.au) | **Phone:** +31 13 220 1480

- Include a copy of the Tool Re-servicing request form.
- Once booked you will receive a confirmation for re-service.
- Once re-serviced and coated according to the request form, the tools will be returned in the re-servicing box.