

573-443-1481 | [www.semcohvac.com](http://www.semcohvac.com)

- 1 Locate the system label located on the unit (See **Figure 1**).
- 2 Click on this link to go to the claim form:  
<http://www.semcohvac.com/service-support/claim-form>
- 3 Fill out the online claim form (See **Figure 2**). The information needed to fill out the form can be found on the unit label (See **Figure 1**). Click "Send Now" when completed.
- 4 You will receive an email confirmation regarding your claim request.

FIGURE 1. Unit label.

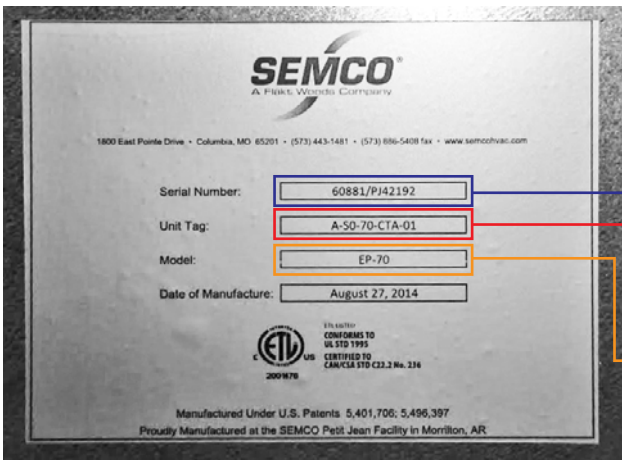


FIGURE 2. Online Claim Form

Claim Form

\*EMAIL ADDRESS

CLAIM# (SEMCO USE ONLY)

DATE ISSUE FOUND (YYYY/MM/DD)

**PRODUCT IDENTIFICATION**

MODEL# OR JOB#  PRODUCT CATEGORY  SERIAL# OR ORDER#

FAILURE CATEGORY

**PROD/EQUIP OWNERS INFORMATION**

NAME  PHONE

**SHIP TO CONTACT INFO**

NAME  PHONE

**PRODUCT/EQUIPMENT LOCATION**

NAME  ADDRESS  CITY

STATE  ZIP CODE  COUNTRY

**SHIP TO ADDRESS**

NAME  ADDRESS  CITY

STATE  ZIP CODE  COUNTRY

PLEASE PROVIDE A DETAILED DESCRIPTION OF THE FAILURE

**SEND NOW**