



## Warranty Claim / Adjustment Request

**NOTE: Warranty form MUST be received within 30 calendar days of repair - Any claims received after 30 days will be subject to possible penalty or void in some extreme cases. SEE BACK PAGE FOR INSTRUCTIONS**

<b>FAILURE TO COMPLETE ALL INFORMATION WITHIN FORM WILL RESULT IN CLAIM BE REJECTED. PLEASE REFER TO PUBLISHED WW JOB LIST FOR LABOR CLAIM TIMES</b>					
VIN:			Dealer Ref. #:		
Dealer Name:			Owner Name:		
Warranty End Date and WW Service Call #:			Odometer Reading:		
Tracking number if parts being returned:			Hourmeter Reading:		
Part No	Description	Cost	WW Approved labor - SEE LABOR TIME SHEET	WW Approved hourly labor rate	TOTALS
<b>TOTAL CLAIM</b>					
Date/Time Car in					
Technician Name					
Date/Time Car out					
Technician Name					
Date/Time Car in					
Technician Name					
Date/Time Car out					
Technician Name					
<b>ALL PARTS PRESUMED TO BE WARRANTY MUST BE RETURNED PREPAID BY DEALER-OCCASIONALLY PICTURES OF PART WILL SUFFICE - CONTACT WW FOR SPECIFIC APPROVAL</b>			Authorized Dealer Representative:		
<b>PLEASE NOTE: IF CLAIMING FREIGHT - ONLY REGULAR GROUND WILL BE CONSIDERED.</b>			Date:		

## Work Performed - Additional Information Cont'd

Date/Time Car in	
Technician Name	
Date/Time Car out	
Technician Name	
Date/Time Car in	
Technician Name	
Date/Time Car out	
Technician Name	
Date/Time Car in	
Technician Name	
Date/Time Car out	
Technician Name	
Date/Time Car in	
Technician Name	
Date/Time Car out	
Technician Name	

**STEPS TO SUBMIT WESTWARD INDUSTRIES WARRANTY CLAIMS - EMAIL ALL FORMS AND INQUIRIES TO [WARRANTY@WWI-GO4.COM](mailto:WARRANTY@WWI-GO4.COM)**

<b>#1</b>	DEALER MUST CALL/EMAIL WARRANTY DEPARTMENT WITH VIN OF VEHICLE TO OBTAIN SERVICE CALL NUMBER - THIS NUMBER MUST BE INCLUDED IN ALL CORRESPONDENCE ON VEHICLE UNTIL CLAIM IS CLOSED/ INCLUDING PHONE CALLS TO TECHNICAL DEPARTMENT AT WW (WW phone # 204-594-4100)
<b>#2</b>	IF PART IS BEING REPLACED - DEALER CAN OBTAIN SPECIFIC APPROVAL FOR PICTURES OF PART IN PLACE OF FREIGHT BACK TO WESTWARD INDUSTRIES - SHOULD WESTWARD INDUSTRIES REQUIRE PART RETURNED - IT IS SENT BACK PREPAID BY DEALER
<b>#3</b>	FILL IN WARRANTY CLAIM <u>ENTIRELY</u> - ALL INFORMATION MUST BE COMPLETED. FAILURE TO COMPLETE ENTIRE FORM, WILL RESULT IN CLAIM BEING REJECTED.
<b>#4</b>	WARRANTY MUST BE COMPLETED AND SENT IN TO THE WARRANTY DEPARTMENT WITHIN <u>30 DAYS</u> OF REPAIR - SHOULD SPECIAL CIRCUMSTANCES ARISE, AND MORE TIME IS REQUIRED, <u>PREAPPROVAL</u> MUST BE OBTAINED BY WESTWARD INDUSTRIES AND NOTED ON THE CLAIM - NAME OF PERSON WHO APPROVED THE EXTENSION
<b>#5</b>	DATE/TIME IS VERY IMPORTANT - ESPECIALLY IF LABOR TIME IS BEING CLAIMED - WW REQUIRES DETAILED INFORMATION ON LABOR TIME/WORK PERFORMED - MINUTE TO MINUTE TIMES ARE EXPECTED TO SUBSTANTIATE LABOR CLAIMED - PLEASE REFER TO PUBLISHED WW JOB LIST FOR LABOR CLAIM TIMES - IF ANY - WW DOES NOT REIMBURSE FOR TRAVEL TIME OR DIAGNOSTIC TIMES
<b>#6</b>	REPAIR IS COMPLETE - WARRANTY CLAIM IS FILLED IN ENTIRELY - EMAIL ENTIRE CLAIM FORM, AND ANY ADDITIONAL INFORMATION TO THE WARRANTY DEPARTMENT WITHIN 30 DAYS OF REPAIR BEING COMPLETED. FAILURE TO SUBMIT WITHIN THIS TIME, MAY RESULT IN POSSIBLY PENALTIES OR THE ENTIRE CLAIM BEING VOIDED IN EXTREME TIME LAPSE CASES