

JJ BENDER

High Volume Laser/Printing Solutions

Trade-In Program Form

Salesperson:	Date:	
Sales Phone:	Sales Email:	
Customer:	Phone:	
City	State:	
Contact:	Title:	
Equipment Description		
**Manufacturer:	Is machine currently under Maintenance?	Circle One: Yes / No
**Model:	Under Manufacturer Maintenance?	Circle One: Yes / No
**Serial Number:	Under 3 rd Party Maintenance?	Circle One: Yes / No
**Installation Date:	Is machine currently in operation?	Circle One: Yes / No
**Meter Reading (list all):		
Type of Server:		
High Cap Stacker:		
High Cap Feeder:		
Scanner:		
Other Accessories:		
Remarks:		
Any Visible Damage?	If damages, please list:	
List any supplies included with machine:		
Is equipment free and clear of all liens? (if no, list buyout amount from Xerox):		
Removal of Equipment		
Estimated Removal Date:		
Does Customer have an accessible loading dock?		
If not, how will printer be removed?		

****Must Be Completed for Highest Trade-In Value**

**Please fill out form and email or fax to BJ Baranosky bjb@jjbender.com
Or Christal Harding christalh@jjbender.com
203.336.4034(p) • 203.549.0812(f)**