

April Libengood, RDH

Shipping Address:
5877 Route 982
New Derry, Pa 15671

Cell Phone: 724-689-3600 call/text (please text for fast response)
E-Mail: Onpointinstrumentsharpening@gmail.com

Order Form & Service Agreement

At On Point Instrument Sharpening most orders have a 1-day turnaround time upon receipt of your order. Orders will be returned to you via USPS. If you prefer, I can use UPS as your return shipping method. The shipping cost will be added to your invoice. Contact me via phone to discuss shipping/pick up options. Invoices will be sent via e-mail and need to be paid in 14 days. If an invoice is not paid within 30 days from the original invoice date, a 10% charge of the total cost will be added. If more time is needed for an invoice to be paid, please contact me for arrangements. For in-office sharpening a \$15.00 fuel/tolls charge will be added to the invoice. This fee also applies to pick-up/drop-off orders.

Please make check payable to: On Point Instrument Sharpening.

Pricing:
\$4.00 per instrument

Return Sterilization: \$10.00 Flat Fee. Yes No

CHECK LIST:

- ✓ All instruments must be in a sterilized pouch or cassette BEFORE shipment- proof of sterilization must be present on the pouch/tape.
- ✓ Prior to shipping, count all instruments (please make sure this number is accurate) and fill out the form below.
- ✓ Sign and Date, please package your instruments in a box with bubble wrap. Include this form in the box.

TOTAL # OF INSTRUMENTS: _____

On Point Instrument Sharpening, LLC is not held responsible for previous damage to instruments, including but not limited to: re-tipping, over sharpening, incorrect sharpening, age, overuse of the instrument. On Point Instrument Sharpening, LLC will not sharpen instruments that have previous damage, or present patient safety concerns. Instruments that cannot be sharpened will be identified and labeled and no charge will be added. Instruments should be sterilized AFTER they are returned to your office. It is the office's responsibility to sterilize the instruments following the sharpening services according to Public Health & OSHA standards. Our protocol is to only sharpen. By signing this form, I agree to the terms and conditions outlined above by On Point Instrument Sharpening, LLC.

X: _____ Date: _____

Name of practice/Doctor (for invoice/billing): _____

A name and # to be able to text if I have questions about your order :

E-mail (to send invoice to): _____

Office Phone Number: _____

Office address:

Notes for On Point: