

# TIFFANY & Co.

## To start your Service Request:



1. Send in your Tiffany item with the completed form.



2. Review and approve the email estimate from our Tiffany workshop.



3. Receive your item shiny and ready to wear.

## What else do I need to know?

- **Our craftspeople use only genuine Tiffany parts and materials ensuring that the quality of serviced merchandise remains unsurpassed.**

*Your item will be reviewed by our servicing support team. In our workshops, your piece is repaired or adjusted and hand polished. A quality inspector reviews the work ensuring our rigorous standards are met.*

- **Estimates for most jewellery requests are emailed within 10 days of your merchandise being received.**

*Most services are completed within 3-4 weeks once the estimate is approved.*

- **We offer repair, sizing, polishing and other services for most Tiffany products.**

<b>Prices start at:</b>	Silver Jewellery Repair.....	£80
	Gold and Platinum Jewellery Repair.....	£170
	Personalisation.....	£60
	Watch Servicing.....	£190
	Return Postal Charge.....	£10

- **Make sure your piece is protected when you send it in.**  
*A secure postage box or a bubble envelope works well for most merchandise.*
- **If your item is antique, bulky or fragile, we strongly encourage you to contact us before sending.**
- **Please do not send any original packaging that may be sentimental.**  
*We will ensure your merchandise is returned securely and well protected.*
- **Ensure your piece is protected, tracked and insured when you send it to us.**  
*We will notify you via email once we have received your item.*
- **We are only able to ship completed orders to addresses in the UK.**  
*If you live outside of the UK, please contact us for options.*

## Contact us for any further questions



Email: [servicecentreurk@tiffany.com](mailto:servicecentreurk@tiffany.com)

Phone: 0800 160 1837

# Service Request Form

# TIFFANY & Co.

Date \_\_\_\_\_

First Name	Last Name
Address	City
County	Post Code
Email	Phone

Collect From Store \_\_\_\_\_

How would you like your item returned?

Posted directly (£10.00 postage fee applies)

\*\*Please note that in-store collection is free

Has this item been previously serviced by Tiffany & Co.?

Yes  No  If Yes, When? \_\_\_\_\_

Please describe your item as completely as possible, including any distinctive markings/damage/ personalisation.

Please describe your servicing request. Please be as specific as possible so our craftspeople do exactly what you wish.

Additional instructions or comments:

----- Cut below to use as postage label  -----

**LTSC**  
**PO Box 583**  
**Dartford**  
**DA1 9XS**