



396-5766Y1

QuickDraw System Return Process

Step 1: Obtain RMA Number from SurePoint Ag

To inquire about return policies and procedures, contact the SurePoint Ag Systems sales department during our business hours: (8 AM - 5 PM: M - F)

- Call Toll Free at +1 (866) 626-3670
- Text at +1 (785) 626-8561

A Return Merchandise Authorization (RMA) number must be obtained prior to returning any equipment to SurePoint Ag Systems for any reason.

To obtain an RMA number, contact your SurePoint Ag Systems sales representative. Reference the phone numbers listed above.

- No product returns will be accepted without an RMA number.
- Each returned individual QuickDraw product must be issued a separate RMA number. A complete QuickDraw system can be returned with a single RMA number.

Step 2: Cleaning and Decontamination



All equipment being returned to SurePoint Ag Systems must be thoroughly cleaned and decontaminated of all foreign substances, including all substances used for cleaning the equipment, prior to shipping. This requirement applies to all product valves, carrier and venturi valves, eductor suction valve, product hose rinse valve, and any valve, hose, or part that could have been exposed to any chemical product or cleaning substances.

Shipments that have not been thoroughly decontaminated may cause a violation of U.S. Department of Transportation (DOT) regulations. For your reference, the requirements for packaging and labeling hazardous substances are listed in DOT regulations 49 CFR 172, 178, and 179.

If you suspect that the QuickDraw product may be contaminated, the product must be completely drained and rinsed to remove any and all contaminants.



Contents of the QuickDraw product may be under pressure. Contents of the QuickDraw product may be hazardous. Take appropriate measures to avoid the hazards associated with gaining access to a contaminated product. Avoid exposure to hazardous materials.

To properly clean and decontaminate your QuickDraw product, you must run water or cleaning substance through every valve mentioned above. We recommend connecting the outlet of your QuickDraw product to an empty chemical tote, clearly labeled as *Reclaimed Hazardous Material*, so the hazardous rinsate can be contained and properly disposed of.



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Step 2: Cleaning and Decontamination Continued

SurePoint Ag Systems recommends rinsing each product valve, eductor suction valve, carrier and venturi valves, and product hose rinse valve to thoroughly clean and decontaminate your QuickDraw product. Read the suggested steps below to rinse your QuickDraw Product: (reference page 4 for pictures)

- Gain access to the *Manual Controls* screen so you can manually cycle each required valve during the rinsing process.
- You will need a way to connect your garden hose to each of the above valves. SurePoint Ag recommends having (1) 2" Standard Port flanged cap, adapted to fit a garden hose connection, and (1) 2" Full Port flanged cap, adapted to fit a garden hose connection, and (1) 2" Female camlock adapter with a garden hose connection. You will also need gaskets for each cap.
- Connect the flanged cap and garden hose to each of the valves mentioned above. You will need to cycle each valve 3 times to ensure proper rinsing of the valve. Start with the 2" product valves, working your way up the QuickDraw. Once you finish all the product valves, connect your garden hose to the 2" Female camlock adapter and connect to the valve labeled *Product Hose Rinse*. When running water through the *Product Hose Rinse* valve, cycle the 2" Venturi valve and the 3" Carrier valve 3 times each.
- Once these steps are done, we recommend draining all the water out of your QuickDraw product, and, if possible, blowing the system out with air.
- Once all the steps are complete, your QuickDraw is now properly rinsed.

Decontamination/Cleaning Statement

A blank decontamination/cleaning statement is provided on the final page of this document. You may copy and use this form to return any QuickDraw product.

- A Decontamination/Cleaning Statement is required for each QuickDraw being returned.
- Each form must be fully completed and include a signature. If the statement is not complete, the customer may be charged for decontamination and cleaning.

Two (2) copies of each Decontamination/Cleaning Statement must be provided:

- One (1) copy must be attached to the outside of the shipping container.
- One (1) copy must be provided inside the container.



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QuickDraw System Return Process

Step 3: Material Safety Data Sheets (MSDS)

Included with the returned equipment, you must provide a Material Safety Data Sheet (MSDS) for each substance that has come in contact with the equipment being returned, including substances used for decontamination and cleaning.

An MSDS is required by law to be available to people exposed to specific hazardous substances, with one exception: if the equipment has been exposed only to food-grade substances or potable water, or other substances for which an MSDS is not applicable, the Decontamination/Cleaning Statement form alone is acceptable.

Two (2) copies of each MSDS must be provided:

- One (1) copy must be attached to the outside of the shipping container.
- One (1) copy must be provided inside the container.

Step 4: Packaging

You may return the QuickDraw product in the container it was originally shipped in. If you do not have the original container, you may have to build your own shipping crate to return the product. Please note that damage caused from shipping to SurePoint Ag is the responsibility of the shipper.

Step 5: Shipping

The customer must provide a Packing List and carrier shipping documents for each shipment. The shipping documents contain information necessary for the carrier to ship the freight, such as consignee of shipment, payment terms, number of pieces in shipment, weight, etc. When returning your QuickDraw product, the carrier paperwork needs to include the following address:

SurePoint Ag Systems, Inc.
Attn: (Your Sales Representative)
RMA# _____
9904 KS-25
Atwood, KS 67730

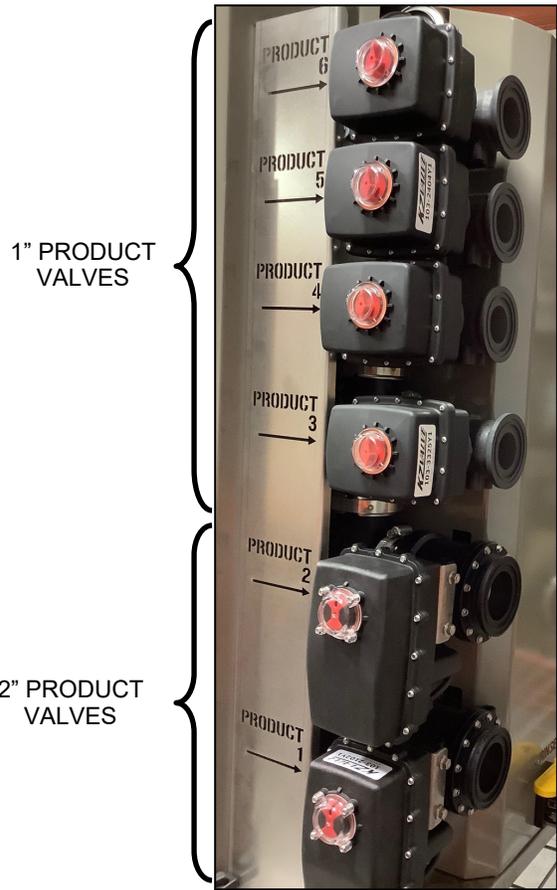
Document Submittal

Place one (1) copy of the packing list inside the container.

Submit (1) copy of the packing list, and one (1) copy of the Bill of Lading to your SurePoint Ag sales representative.

Shipping Charges

The customer is responsible for all shipping charges, ship using prepaid terms.



RUN

Manual Controls

Use this screen to manually open and close a valve. Press on a valve to bring up the ON/OFF switch. *ACTUAL POSITION* is the position the valve is reporting to the controller.

Manual Controls

Carrier Flow

1178.9 GAL
43.7 GPM

RESET

Mass Meter Flow

0.0 GAL
0.0 GPM

RESET

Pressure: 16.0 PSI

PRODUCT HOSE RINSE DISABLED

MASS METER DATA

Valve 1

Valve 2

Valve 3

Valve 4

Valve 5

Valve 6

2 Inch

3 Inch Valve

Rinse

SET POSITION	COMMAND POSITION	ACTUAL POSITION
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0

Start Pump Start Boost

Kill Pump Start Purge

RUN

Decontamination/Cleaning Statement

Refer to SurePoint Ag Systems Return Policy for use with used QuickDraw Products

1. Return Materials Authorization (RMA) Number: _____
2. Equipment to be returned Model : _____ Serial Number: _____
3. Reason for return:

Process and Decontamination/Cleaning Fluids			
4. List each substance to which the equipment was exposed. Attach additional documents if necessary			
Common Name	CAS# if available	Used for hazardous waste (40 CFR 261) (Y or N?)	EPA waste code if used for hazardous waste
5. Describe decontamination/cleaning process. Include MSDS description for substances used in decontamination and cleaning processes. Attach additional documents if necessary.			

Shipping Requirements

Failure to comply with this procedure will result in shipment being refused

6. Include inside the container: one copy of this document and all required MSDS
7. Attach to the outside of the package: one copy of this document, and all required MSDS
8. Ship to:
SurePoint Ag Systems
Attn: (Your Sales Representative)
RMA# _____
9904 KS-25
Atwood, KS 67730

EQUIPMENT HAS BEEN CLEANED AND DECONTAMINATED OF ANY HAZARDOUS SUBSTANCES AND MEETS DOT AND EPA REGULATIONS	
By: _____ (Signature)	_____ (Print Name)
Title: _____	Date: _____
Company: _____	
Phone: _____	Fax: _____