



Damaged Clothing

It is rare for students to experience damaged clothing. But we have a plan in place for even the most unlikely event.

To report a damage claim:

1. Student will call the CSC customer support center at 1-800-762-3452.
2. A customer service agent will send the student a damaged clothing claim form.
3. Student will fill out the damaged clothing claim form and return it to CSC along with the damaged article(s) of clothing.
4. CSC will review the claim, and send payment for damaged articles.

Region: _____

Damaged Clothing Claim Form
Affidavit of Loss

Please fill out this form completely. Incomplete information will delay the timely processing of your claim.

- DO NOT discard any of the damaged articles. We must have the clothing for assessment to process a claim.
- Attach itemized receipts for all articles you are claiming.
- If your home address is different from the location of our laundry room equipment, please include both addresses.


I hereby certify that the following article(s) were damaged in the (washer / dryer) owned by CSC ServiceWorks, that said article(s) are reasonably worth \$_____ as detailed on the back of this page, that I am the sole owner of the articles being claimed as damaged, and that I have the right to claim damage for the article(s).

Date and time claimed loss occurred:	
Brief description of incident:	

Washer Machine #:	Dryer Machine #:
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I understand that CSC ServiceWorks is not responsible for loss or damage resulting from mis use of the equipment. I also understand that comforters, rugs, oversized items, synthetics, and some delicate items should not be laundered in this type of equipment and that no payment will be made on such items. I also understand that any payment made on behalf of CSC ServiceWorks will be made as a gesture of goodwill.

Name of Claimant (Please Print):
Signature of Claimant:
Date:
Home Address:

 1-877-264-6622 | WWW.CSCSW.COM

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The installation went incredibly smoothly! They finished around 3:30 yesterday afternoon. The guys were great to work with and the students are so excited about the new machines. I was going to e-mail today and ask about flyers - you read my mind! Thanks so much for the assistance and I look forward to the new year with new laundry services!

STEPHANIE ROELFSEMA, VALLEY CITY STATE UNIVERSITY