

Farnham Repair Cafe: Product Activity Form



Electrical/Electronic [] Other []

Check-in Date (circle):

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2021	2022
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Product Owner Name: _____ Age:

16-24	25-34	35-44	45-54	55-64	65-74	75+
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Contact Number: _____ E-mail: _____

Product Details (to be completed at check-in by FRC Team) NOTE: ONLY ONE PRODUCT PER FORM

Type of Product: _____ Approx. age of item (years):

<1	1-2	2-5	5-10	>10
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Manufacturer: _____ How long faulty/damaged?:

Days	Wks	Mths	Yrs	Decs
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Weight (kg): _____ Cost (new) if known? (£): _____

Description of Problem:

REPAIR (this section to be completed by repairer)

STOP AND CHECK: If FRC tracking Sticker or Tag present on item USE ORIGINAL PRODUCT ACTIVITY FORM – DO NOT RAISE ANOTHER FORM (this prevents double counting of items for our repair analysis).

Repairer Name: _____

Diagnosis:

Solution:	Details of any parts needed and cost (£):
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Outcome (at END of repair cycle):

Completed	Partial	Advice given	Not possible
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 Tested (circle):

Yes	No
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OR

Repair carried over to next FRC (circle):

Yes	No
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→ Attach 1 x FRC Sticker to ITEM and 1 x FRC Sticker to THIS SHEET at bottom. Write present month on BOTH stickers.

See back of this form for details

Note: Only sign when repair cycle completed. Cross through sticker bottom right if a carried over repair finished.

Signed: _____ Date: _____ PAT Test required? (circle):

Yes	No
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PAT Test (to be completed by tester): ROBIN SMARTPAT 3000 Serial No. J32603064 Cal Date?:

/	/	/
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Visual Test:	PASS	FAIL	
Earth Bonding Test:	PASS	FAIL	Non-applicable (e.g. Double Insulated items)
Insulation Test:	PASS	FAIL	

Signed (Tester): _____ Date: _____



Farnham Repair Café is a collaborative project between The Centre for Sustainable Design® at the University for the Creative Arts, Farnham Town Council and Farnham United Reformed Church. Farnham Repair Café is a part of the global repair café movement led by Repair Café International Foundation. The data provided maybe used for research purposes or to comply with Government Covid-19 guidance or Law but any personal details will be anonymised. For more information on data use see Privacy Statement https://frc.cfsd.org.uk/index.php/policy_statements/#policy_statements

Farnham Repair Cafe is a registered charity, Registered in England and Wales. Registration number 117261

Farnham Repair Café (FRC): Terms of Service



Product checking-in

- Only ONE item for repair per person per session. Additional items will not be accepted
- Product owners must clean all products prior to bringing to the FRC
- Product owners must provide power supplies, plugs, leads, manuals, fuses, zips, etc. (where available) required to complete and test repairs

Products excluded from the repair service

- Petrol driven products, industrial devices and 3 phase power tools
- Vacuum cleaners if dust bags or containers are not empty
- FRC will only accept clothing items that have been recently washed/dry cleaned and not worn after cleaning
- FRC repairs clothing but will not alter items
- Products that are deemed to be hazardous, semi hazardous or beyond repair e.g. contaminated or in a dangerous condition

Product Repair Process

- All FRC repairs are performed free of charge (excluding chargeable parts) on a voluntary basis by FRC Repairers
- Product owners are expected to respond to texts, calls or emails from repairers regarding repair options and costs, purchase of parts, collection of products, etc.
- Product owners will be notified of the cost of any parts that may be needed to repair an item
- Product owners have the option to refuse to accept a proposed charge and the item will be returned unrepaired
- Where a product owner accepts the cost of parts that may be needed to repair it, they must agree payment with the Repairer before repair can be completed and the item returned
- FRC will not dispose of or sell any unwanted products whether repaired or not
- Voluntary financial donations are welcome to help pay for operational costs and the future development of the service (bank transfer or cash)

Safety including Covid-19 Precautions

- Product owners are expected to social distance from others in any queue before and after entering the Spire Church
- One individual can enter each FRC session or one individual and one child (note: this may be varied at the discretion of FRC)
- Parents / Guardians of children are responsible at all times for their safety and behaviour whilst in or in the vicinity of the FRC site
- Product owners are expected to wear their own face mask when entering the Spire Church (unless they have evidence of exemption)
- Product owners are expected to sanitise their hands using a dispenser at the entrance to the Spire Church or using dispensers at tables
- FRC will provide additional hand sanitiser and anti-bacterial spray for use on the day
- FRC will not be held liable for breaches of Government Covid guidelines or Law (social distancing, wearing of face masks) by visitors
- No repair guarantees are issued. FRC will not be held liable if a repaired item does not work properly at home or breaks down again in the future
- FRC will not be held liable for any loss or damage to items caused after receipt, during transport to and from the place of repair or during the repair process
- FRC and/or FRC repairers will not be held liable for any loss, injury or illness actually or allegedly associated with a visit to FRC, any repair carried out or that may result from any advice or instructions given and used at a later date

FRC reserves the right to vary the Terms of Service with immediate effect e.g. for safety reasons or in order to comply with Government advice or the law.

I have read, understood and agreed to abide by the above Terms of Service.

.....
Name of Visitor / Product Owner (CAPITALS)

.....
Signature of Visitor / Product Owner

...../...../.....
Date: DD/MM/YY



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