**Post-Rental Checklist – MAX-945**

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| **CUSTOMER RETURNING UNIT** |  |
| **DATE UNIT RETURNED TO KITCO** |  |
| **DATE INSPECTED-Must be within 72 Hours of Return of Unit** |  |
| **INSPECTED BY** |  |
| **UNIT SERIAL #** |  |
| **DATE UNIT ENTERED INTO INVENTORY** |  |
| **DATE CUSTOMER NOTIFIED OF DAMAGE-Must be within 72 Hours of Return of Unit** |  |
| **UNIT SENT FOR REPAIR (if needed)** |  |
| **If YES, document $ amount to charge customer** |  |

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| **TASK** | **NOTES** |
| [ ]  Capture pictures of units and accessories as received; save to network (S) drive under Unit # |  |
| [ ]  Conduct visual inspection for any possible physical damage. Immediately note any issues and document with pictures. Save to network (S) drive under Unit # |  |
| [ ]  Verify/inventory all components (need to have full inventory BOM for rental units) |  |
| [ ]  Inspect, clean & document (capture images of) source port ferrules (requires removal of EUI source port adapters). Save images to network (S) drive under Unit #, print & provide copies in unit. |  |
| [ ]  Clean Detector port |  |
| [ ]  Turn units on and verify operation  |  |
| [ ]  Ensure battery is charged at appropriate level | Must be between 40% - 50% |
| [ ]  Perform CPR for MM launch condition. Document results. | 1300nm, value 20.5-22.5db | Actual: |
| [ ]  Perform HOMP for MM launch condition. Document results. | 1300nm; value 0.36-0.8db |  |
| [ ]  Establish and verify SM source output power value at 1300nm | 1310nm, output power value; > -10dbm: | Actual: |
| [ ]  Perform ORL reference and validate expected measurement value  | >-43dB | Actual: |
| [ ]  Verify no previous use Test Data is saved on units. If there is test data present, notify Rental Manager before deleting |  |
| [ ]  Determine if units require repair/calibration before returning to rental pool; notify Rental Mgr. |  |
| [ ]  Close out rental. Verify with Rental Manager that all charges have been “shipped” so final invoice can be sent. |  |