



CHART REQUEST FORM

This completed form must be accompanied by a written request on official letterhead that includes a signature.

END USER INFORMATION:

User ID # (if available)	
School / Facility / Business Name	
Address	
City, State, Zip	
Mailing Address (if different than above)	
Contact Name	
Contact Phone Number	
E-Mail Address (REQUIRED for e-mail requests)	

I would like to receive a chart in the following format(s):

- Hardcopy (Paper)** - \$50 fee, A check or money order must accompany your request.
- Disk*** - \$50 fee, A check or money order must accompany your request.
- Full History** - \$100 fee, A check or money order must accompany your request.
Full chart history is available regardless of chart format. Enter "History" in the Starting Serial # field below. History may not include all locks in your facility. Our records are dependent on how the locks were registered at the time of purchase.
- E-Mail: Excel Format**** – No Charge, Excel format (only available for serial numbers running in consecutive order)
- Master Lock Co is not liable for potential security breaches in the transmission of E-mailed charts. -

Product Type: 1500 (hanging padlock) or 1600 (built-in)	System Key # (if available)	Starting Serial # (If serial #s are not in numeric order please include a complete list of serial numbers.)	Quantity of Serial #s

* If you are requesting a disk or hard copy, please mail your request and check to the address below:
Master Lock Company, 6744 S. Howell Avenue, Oak Creek WI 53154; Attn: Chart Request.

**Requests for emailed charts can either be sent to the above address or to orders@mlock.com.

Please allow 4 – 6 weeks from the receipt of your letter for your chart to be processed.