

**REQUIRED** information needed to Submit Warranty Online:

Owner Name\* Owner Address\* Vehicle Make\* Vehicle Model\* Vehicle Year\* Controller Part Number\* Moldboard Serial Number\* Proof of Purchase (to be retained by the Distributor) Date of Purchase\* Date of Defect Date of Repair Photographs (recommended)

\* If the customer has already registered their snowplow this information will automatically fill in these fields.

Copy of proof of purchase MUST be retained by the distibutor to validate the purchase date. This copy must be kept with the Distributor Warranty records by claim number for auditing purposes.

All parts should be photographed and submitted (Step 2) with the online warranty which may eliminate the need to have the parts returned to the factory.

For all warranty correspondence, including pictures after a claim has been submitted, please e-mail to warranty@meyerproducts.com.

# **Online Warranty Worksheet**

## **<u>REQUIRED</u>** information needed to Submit Warranty Online:

Owner Name
Owner Address
Vehicle Make
Vehicle Model
Vehicle Year
Controller Part Number (5 digits)
Moldboard Serial Number (11 digits)
Proof of Purchase Attached(to be retained by the Distributor)
Date of Purchase
Date of Defect
Date of Repair
Photographs (recommended) (file name)
Nature of cause of difficulty (describe completely) and repairs performed

Attach Work Order

Step 1: Go to www.thehomeplow.com on the internet and login using your user number and password.





Step 3: Click on Search For Warranty Registration



Claim Center nelp.	f.					
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rial Number	Select a 3	State				
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Step 5: If customer is found Click on Enter A Claim next to their name. If customer is not found click on Enter A Claim on top of page.

Warranty Search       Enter a Claim       Existing Claims       Register Warranty         Welcome to the Warranty Claim Center         Click here for Claim Center help.         To start, search for an existing warranty. Please use one of the following search combinations:         Last name and state; municipality and state; or state and serial number.         Last Name       City       State       Zip         TEST       TEST       Ohio       T         Municipality       Serial Number	Warranty Search Enter a Claim Existing Claims Register Warranty Welcome to the Warranty Claim Center Click here for Claim Center help.	
Welcome to the Warranty Claim Center         Click here for Claim Center help.         To start, search for an existing warranty. Please use one of the following search combinations:         Last name and state; municipality and state; or state and serial number.         Last Name       City       State       Zip         TEST       TEST       Ohio       Image: Comparison of the following search combination of the following search combinating search combination of the following search combinatin	Welcome to the Warranty Claim Center <u>Click here for Claim Center help</u> .	
Click here for Claim Center help.         To start, search for an existing warranty. Please use one of the following search combinations:         Last name and state; municipality and state; or state and serial number.         Last Name       City         TEST       TEST         Municipality       Serial Number	<u>Click here for Claim Center help</u> .	
Click here for Claim Center help.         To start, search for an existing warranty. Please use one of the following search combinations:         Last name and state; municipality and state; or state and serial number.         Last Name       City         TEST       TEST         Municipality       Serial Number	<u>Click here for Claim Center help</u> .	
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Last Name and state, multicipality and state, or state and serial number. Last Name City State Zip TEST TEST Ohio Municipality Serial Number	To start, search for an existing warranty. Please use one of the following search combinations:	
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Step 6: A. Enter Your Name in the Entered By box

B. Click on the Under the Penalty of Law box after you have read the statement

C. Enter your e-mail address if different from the displayed address. This will send e-mails to you updating the status of your claim

D. If the Customer is not registered you will need to click on the Date of Purchase Calendar to enter that date

E. Click on both the Date of Defect Calendar and the Date of Repair Calendar to enter those dates

F. If the customer is not registered you will need to enter the serial number for both the Spreader

G. If the customer is not registered you will need to enter all customer information. Note: Customer e-mail address is optional

H. Describe in detail the Nature of Difficulty. This section can also be used for your comments to The HomePlow

#### I. If all the above information s correct click Save General Information

Select Equipment Type					
Plow	e:				
Sten 1					
in step 1 provide gene	ral claim informatio	on including a thore	ough description	of the nature of	or cause of
he difficulty. Click the "	Save General Info	" button when con	nplete to move to	o step 2.	
Entered By:		Claim	Number		
44444					
Under the penalty o this claim is within Mag proof-of-purchase for a	If law, I hereby cer num's defined wa auditing purposes.	tify that the custor rranty period. Plea	ner's proof-of-pu se be sure to ret	rchase was cho ain a copy of th	ecked and ne original
Send Claim Emails To:		Send	Email Updates fo	r this Claim:	
TEST		•No	Oves		
Date of Purchase:	Date of Defect:	Date of Re	epair:		
05/31/2011	06/01/2011	06/01/201			
Controller Part No.	Moldboard Seria	I No.			
22846	12534580048				
Owner Name	Owner Address	s Owner	City	Owner State	Owner Zip
TEST	TEST	TEST		OH	44146
Owner Email Address					
Owner Email Address TEST@yahoo.co <mark>m</mark>	1				
Owner Email Address TEST@yahoo.com	Vel	nide Model	Vahirla Vaar		

Step 7: This area allows you to attach picture to your claim. If pictures are attached the parts may not need to be returned to the factory.

A. Click Browse and attach the digital pictures from your computer. NOTE: File Extensions (pdf, jpeg, jpg, or gif) must be in lower case

B. In the Image Description Box please note anything you like to include with the attached pictures

C. Click on Save Image

#### Step 2

Step 2 is an optional step where you can upload images showing the nature or cause of difficulty. A description for each image can also be entered.

After uploading any images proceed to step 3.

	Image File:	(images must	be one of	the following:	.jpeg, .jpg,	.gif, .pdf)
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		Browse
Image Description:		
Save Image Cancel Imag	ge Remove Image Description	

Step 8: A. Enter the line items of parts replaced. Quantity and Part Number B. Click on Save Part. The line items will now appear at the bottom. If you have entered the line item

incorrectly click on edit and you will be able to make the necessary changes

C. If you need to enter more than one part go back to Step A

D. After Submit Claim has been clicked a new window will appear to ask if you are sure you want to submit the claim for processing. If Yes click OK. If Not Click Cancel

Step 3					
In step 3, enter the pa	rts repaired / r	eplaced.			
When all parts have be	een entered clic	k the "Submit Claim	" button to complete your o	laim.	
Quantity Part	Number	Part No. Look	ar		
Save Part Cancel Part	Remove Part				
Line Number Edit 1	Quantity 1	Part Number 11752	Part Description LIGHT BRACKET RH	<b>Status</b> Pending	
Submit Claim					
				© Hon	nePlow 2011
N	lessage from v	vebpage		<b>×</b>	
	🕜 Are y	ou sure you want t	to submit this claim for pro	cessing?	
Save Image Cancel II					
Image					
Step 3			ОК	Cancel	
In step 3, enter the pa	arts repaired / r	epiaceu.			
When all parts have b	een entered clie	k the "Submit Claim	" button to complete your o	laim.	
Quantity Part	Number				
		Part No. Look	<u>dr</u>		
Save Part Cancel Part	Remove Part				
Line Number	Quantity	Part Number	Part Description	Status Pending	
<u>cor</u> 1	1	11/32	EIGHT DIWOKET KH	rending	
Submit Claim					

HomePlow 20

**Step 9:** On the next business day after submitting a Warrantly Claim you will receive an e-mail regarding the status of your claim and an additional e-mail for every change in status.

We may require Pictures of the Parts returned to the Factory. This will be communicated to you via e-mail and by looking up existing claims.



From the HomePlow Claim Center click on View Existing Claims.

Step 10: This window shows all claims you have entered online and their status.

If Partial Entry shows under the claim number column this indicates a partial entry was made to start a claim form but was not finished or submitted.

### Claim Status:

Pending – Claim has been submitted and is awaiting action from HomePlow Warranty Department or the Distributor. A note in red will appear when further action needs to be taken by the distributor. Now is the time to click on view entire claim (Figure 1) and check line item status.

If Status shows PIC then you will need to provide pictures

If Status shows RGA use your claim number as the RGA number and return part to factory If Status shows Scrap then the parts need to be scrapped

Not Invoiced – HomePlow has processed claim and a CM Order Number has been generated. The following business day the Claim status will change to Complete and will show the Credit Memo Order Number and Invoice number. If you buy product direct from Magnum Spreader you will be able to click on the Credit Memo Order Number or Invoice number to view a PDF of your credit issued by HomePlow.

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Warranty	Search Er	nter a Claim		Existing Claim	s Re	oister Warra	inty		1
Below is a	list of all the or	line claim:	s your di	stributor/dea	alership I	nas entere	d.		
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Select a Su Sort By: Da Filter	ib Dealer 💌 ate Entered DES Dealer Name	Find Claim Claim Number	Owner Name	Date Entered	Claim Status	CM Order Number	Credit Memo Invoice #	Receive Status Emails	
Select a Su Sort By: Da Filter View Entire Claim	Dealer Dealer Name SUBURBAN CAR & TRUCK	Claim Claim Number Partial Entry	Owner Name TEST	Date Entered 06/02/2011	Claim Status Partial Entry	CM Order Number	Credit Memo Invoice #	Receive Status Emails No click to turn QN email updates	
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