



## Leasing Return Guide

### 110V Cameras

Congratulations on completing your project! We're happy that you chose TrueLook as your camera leasing provider. To safely return your equipment, please follow the steps below.

### Packing

- STEP 1** Wrap the dome of the camera in bubble wrap. If you're returning fixed-position cameras, this step does not apply.
- STEP 2** Pack the camera, pole or wall mounting hardware, and any accessories (control box, strobes and sirens, etc.) into the hard case.
- STEP 3** Email a picture of the open packed case to [leasing@truelook.com](mailto:leasing@truelook.com). Our team will confirm if it's ready to ship or provide suggestions for more secure shipping.

### Shipping

- STEP 1** Once the case is approved to ship, close the hard case and ensure all latches are properly shut.
- STEP 2** Attach your shipping label directly to the hard case. It should be shipped to:  
**TrueLook, Inc., 3102 Shorefair Drive, Winston-Salem, NC 27105**
- STEP 3** Email the shipment tracking number to [leasing@truelook.com](mailto:leasing@truelook.com).



**PLEASE NOTE THAT ALL EQUIPMENT IS YOUR RESPONSIBILITY UNTIL IT RETURNS TO OUR WAREHOUSE.**

For assistance on how to safely return your equipment, email [leasing@truelook.com](mailto:leasing@truelook.com) or call **833-878-3566, option 2**.

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