

# RMA Form (RMA # will be assigned at time of entry)



Company Name \_\_\_\_\_

Date \_\_\_\_\_

## Ship to

Attention \_\_\_\_\_

Address \_\_\_\_\_

Street Address \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

## Bill to

Company Name \_\_\_\_\_

Attention \_\_\_\_\_

Address \_\_\_\_\_

Same as Ship to Address \_\_\_\_\_

Street Address \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Item(s) being shipped for repair \_\_\_\_\_

Your Reference or PO # \_\_\_\_\_

(Required before order will ship) \_\_\_\_\_

Comments

(Please include any special requirements)  
Expedited Repair Option (Only valid if box is checked)  
Repair orders can be expedited on a 48 hour turnaround from receipt of equipment (not including return shipping time). This service will be offered for a 30% up charge of the original repair cost and will be returned to you via UPS Next Day Saver, (additional charge).

Yes, expedite my order