CREDIT NOTE

Credit Note #	
Date	
Original Invoice #	
Original Invoice Date	
Customer Account #	

BILL TO

SHIP TO (IF RETURN LOCATION VARIES)

ITEM / SKU	DESCRIPTION	QTY RETURN	UNIT PRICE	REASON CODE	TOTAL CREDIT

RETURN REASON CODES

A - Damaged in Transit
B - Defective Merchandise
C - Incorrect Item Shipped
D - Duplicate Shipment
E - Overstock Return
F - Short Shipment
G - Pricing Adjustment
H - Other (Specify on Line)

Subtotal	

Restocking Fee	
Tax Rate / Tax	
Total Credit	

PREPARED BY

AUTHORIZED SIGNATURE

CUSTOMER ACKNOWLEDGMENT