

# RETURN MERCHANDISE AUTHORIZATION

CROSS-BORDER / EXPORT SALES

RMA NUMBER
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## EXPORTER (ORIGINAL SELLER) DETAILS

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

Address \_\_\_\_\_

Tax/VAT ID \_\_\_\_\_

Contact Person \_\_\_\_\_

Email/Phone \_\_\_\_\_

## IMPORTER (ORIGINAL BUYER) DETAILS

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

Address \_\_\_\_\_

Tax/VAT/EORI \_\_\_\_\_

Contact Person \_\_\_\_\_

Email/Phone \_\_\_\_\_

## ORIGINAL EXPORT REFERENCE

Original Invoice No. \_\_\_\_\_

Original Export Date \_\_\_\_\_

Export Customs Dec No. \_\_\_\_\_

Country of Origin \_\_\_\_\_

## RETURN LOGISTICS INFORMATION

RMA Issue Date \_\_\_\_\_

RMA Expiry Date \_\_\_\_\_

Return Incoterms \_\_\_\_\_

Authorized Carrier \_\_\_\_\_

## AUTHORIZED ITEMS FOR RETURN

NO.	ITEM NUMBER / SKU	HS CODE (TARIFF)	DESCRIPTION OF GOODS	QTY	UNIT VALUE	TOTAL VALUE
1						
2						
3						

NO.	ITEM NUMBER / SKU	HS CODE (TARIFF)	DESCRIPTION OF GOODS	QTY	UNIT VALUE	TOTAL VALUE
4						

**REASON FOR RETURN**

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**CUSTOMS / DUTY DISPOSITION INSTRUCTION**

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**CROSS-BORDER SHIPPING & CUSTOMS COMPLIANCE INSTRUCTIONS:**

- **Commercial Invoice:** All return shipments must be accompanied by a Commercial Invoice referencing this RMA Number.
- **Customs Valuation:** Declare the value specified above for customs purposes only. State clearly on the invoice: "Returned Goods under RMA No: \_\_\_\_\_ . No commercial transaction. Value for customs purposes only."
- **Country of Origin:** Ensure the Country of Origin is marked correctly on the customs declaration documents matching the original export.
- **Documentation:** Attach a copy of this Return Authorization and the original export invoice to the outside of the return shipping carton.

**Authorized Representative (Exporter/Seller)**

**Authorized Representative (Importer/Buyer)**

\_\_\_\_\_  
Name & Title:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Name & Title:

\_\_\_\_\_  
Date: