

RETURN AUTHORIZATION

Third-Party / External Vendor Return Form

RMA Number	
Date Issued	
Expiry Date	

VENDOR INFORMATION

Vendor Name

Vendor Account #

Contact Person

Email Address

Phone Number

CUSTOMER / ORDER DETAILS

Original Order #

Purchase Date

Customer Name

Return Code / Reason

Refund Type

RETURNED ITEMS LIST

Item / SKU	Description	Qty	Unit Price	Total Credit

Vendor Return Instructions & Policies:

- Please reference the RMA Number on all outer packaging and shipping documentation.
- All products must be returned in their original packaging, complete with all accessories and documentation.
- Items returned without a valid RMA number may be refused or delayed in processing.
- Please send returned goods to the designated vendor return address provided upon authorization.

Authorized Vendor Representative Signature

