

INTERCOMPANY SALES RETURN

Related Party Transaction Document

RETURN AUTHORIZATION NUMBER (RMA)

RETURN DATE

ORIGINAL INVOICE NUMBER

ORIGINAL INVOICE DATE

Returning Entity (Buyer)

COMPANY NAME

INTERCOMPANY CUSTOMER ID

DEPARTMENT / COST CENTER

ADDRESS

Receiving Entity (Seller)

COMPANY NAME

INTERCOMPANY VENDOR ID

DEPARTMENT / COST CENTER

ADDRESS

Returned Items Details

ITEM / SKU	DESCRIPTION	QTY SENT	QTY RET	UNIT PRICE	TOTAL CREDIT

Subtotal	
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Adjustments	
Total Credit Amount	

REASON FOR RETURN

INTERNAL NOTES / GL CODES

Authorized Signature - Returning Entity

PRINT NAME & TITLE

DATE

Authorized Signature - Receiving Entity

PRINT NAME & TITLE

DATE
