

MERCHANDISE RETURN AUTHORIZATION (RMA)

Global Sales & Export Department

RMA & TRACKING REFERENCE

RMA Number		Date of Issue	
Expiry Date		Authorized By	

CUSTOMER & EXPORT INFORMATION

Customer Name		Account Number	
Contact Email		Phone / Fax	
Country of Destination		Country of Origin	

ORIGINAL PURCHASE & SHIPPING DETAILS

Original Invoice No.		Invoice Date	
Waybill / BL No.		Incoterms (Return)	
Return Carrier		Tracking / Container No.	

AUTHORIZED RETURN ITEM DETAILS

Item / SKU	Description of Goods	HS Code	Qty	Unit Value	Total Value	Reason for Return

GLOBAL TRADE COMPLIANCE & CUSTOMS DECLARATION INSTRUCTIONS

- All returned packages must display the RMA Number clearly on the exterior of the shipping carton.
- Commercial invoices for returned shipments must declare the customs value as listed above and include the declaration statement: "U.S. Goods Returned - Exempt from Customs Duty under HTSUS 9801.00.10" (or local equivalent).
- Do not ship hazardous materials or dangerous goods without pre-approved regulatory declarations.
- Ensure all export and import documentation is routed to the authorized customs broker specified below.

Designated Broker

Customer Authorized Signature

Date:

Global Compliance Operations Signature

Date: