



**H.E. Anderson**  
**COMPANY**  
 2100 Anderson Drive  
 Muskogee, OK 74402-2440  
 1-800-331-9620

## RETURN INFORMATION FORM

### CUSTOMER INFORMATION

NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
 \_\_\_\_\_ E-Mail \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PURCHASED FROM \_\_\_\_\_

RETURN INFORMATION				
RECD. AT FACTORY BY:				DATE:
QTY.	PART NO. OR MODEL & SERIAL NUMBERS	MFG. ORIG. INVOICE NO.	RETURN CODE	CONDITION (FACTORY USE ONLY)

### RETURN CODES

- 1 New item, not needed, returned for credit (20% restocking fee).
- 2 New item, defective, for credit.
- 3 New item, defective, for replacement.
- 4 New item, defective, warranty inspection, request credit.
- 5 Used item, defective, warranty inspection, request replacement.
- 6 Repair and return, request warranty.
- 7 Repair and return (no warranty, fix problem only).
- 8 Rebuild (6 month warranty on rebuild).
- 9 Rebuild like new (6 month warranty on rebuild).
- 10 Estimate repair and phone before repairing.
- 11 Other \_\_\_\_\_

Check here if you want un-repairable or non-warranty defective units or parts returned to you. (returned at your expense)

### SPECIAL NOTES

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*NOTICE: ALL RETURNS MUST HAVE THIS INFORMATION SHEET COMPLETED AND RETURNED WITH THE ITEM TO INSURE PROPER HANDLING OF PAPERWORK AND BEFORE ISSUING CREDITS.*