Use mouse or Tab key to move from one entry to the next.

Data entered into form cannot be saved with Adobe Reader. Print the completed form before closing Adobe Reader as all data will be lost.

H.E.Anderson COMPANY
2025 Anderson Drive
Muskogee, OK 74403
918.687.4426 FAX 918.682.3342

RETURN INFORMATION FORM

RMA No. _____ (Required)

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

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