

**CUSTOMER DETAILS**

Company: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**GOODS RETURN REQUEST FORM**

Invoice No: \_\_\_\_\_  
Invoice Date: \_\_\_\_\_  
Project: \_\_\_\_\_  
PO #: \_\_\_\_\_

**PRODUCT DETAILS**

QTY	DESCRIPTION OF GOODS

**REASONS FOR RETURN (Please circle number)**

- Goods are faulty/ damaged** - Give details below and send photos.  
*Note: Transit damage claims cannot be accepted if customer freight was used.*
- Goods are not required** - Give details below.  
*Note: Re-stocking fee may apply - please see GRA for details*
- Other** - Give details below.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_