

Return Material Authorization Form



Email form to: info@evssupply.com
 Fax form to: 972.231.2269
 Phone: 972.231.5351
www.evssupply.com

Material returned without authorization will not be accepted.

RMA Steps: 1. Fill out this form completely 2. Email or fax per above

Company Name: _____
 Account Number: _____
 Ship To Address: _____
 City: _____ State: _____ Zip Code: _____
 Requested By: _____
 Email: _____
 Phone: _____ Fax: _____

Quantity	Item Number	Description	Customer PO Number	Serial Number (if applicable)	Reason Code	Return, Replace or Repair?
12	49968	QHE1X32T8/UNV ISN-SC-B	299652			

Return Reason Codes	Comments / Special Instructions
Record appropriate number in the "Reason Code" column above. 1. Wrong quantity received 2. Wrong merchandise received 3. Damaged in shipping 4. Duplicate order 5. Product defective 6. Customer not satisfied 7. Incorrect quantity ordered 8. Other 9. Negotiated	

If items need to be returned, please ship to the address below: <p style="text-align: center;">EVS Supply 630 International Pkwy Suite 150 Richardson, TX 75081 1.800.776.5267</p>	For Office Use Only
	Credit Issued: Yes / No
	Credit Amount:
	Transaction Number:
	Date Issued:
	Issued By:
Comments:	