Return Merchandise Authorization Form

Email form to: tommy.ruiz@R4-integration.com
Attention: Tommy Ruiz
Phone: 850-226-6913 x1213

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

For Office Use Only		
	Company Name:	
	Account Number:	
RMA Number:	Ship To Address:	
Date RMA Issued:	City:	State: Zip Code:
Processed By:	Requested By:	
Item Returned: Yes / No	Email:	
Date Received:	Phone:	

Quantity	Part Number	Description	PO Number	Serial Number (if applicable)	Reason Code	Credit, Replace or Repair?

Return Reason Codes	Comments / Special Instructions

Record appropriate number in the "Reason Code" column above.

DEMO	Demo Return
EVAL	Evalutaion Return
FAIL	Failure
ORD	Order in Error
SHIP	Shipment Error
ROT	Stock Rotation
OUT	Out of Warranty
LEA	Lease Return
UPD	Update

If items need to be returned, please ship to the address below _after_ receiving an RMA number :

	For Office Use Only

R4 Integration, Inc.

45 Beal Parkway NE
Fort Walton Beach, Florida 32548

Tommy Ruiz

850-226-6913 x1213

Receiving Hours: 8:00am - 5:00pm CST M-F

For Office Use Only	
Credit Issued: Yes / No	
Credit Amount:	
Transaction Number:	
Date Issued:	
Issued By:	
Comments:	

R4 Integration, Inc.