

GOODS RETURN FORM

Returning Goods	Date
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Quantity	Item #	Description	Reason Code #	Exchange or Return

Return Reason Codes

Record appropriate number in the Reason Code # column above.

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| <ul style="list-style-type: none"> 1. Wrong quantity received 2. Wrong goods received. 3. Purchased elsewhere. 4. Damaged in shipping. 5. Duplicate order. 6. Product defective. 7. Arrived late. | <ul style="list-style-type: none"> 8. Product different from catalog. 9. Related item not sent. 10. Customer not satisfied. 11. Incorrect item ordered. 12. Incorrect quantity ordered. 13. Other _____ |
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Please Exchange For:

Quantity	Item #	Description	Unit Price	Total Price

Customer Details

Name	
Address	
Tel	
Email Address	