1265 chemin de la Canardière
Québec, Qc G1J 2C3
Tél.: 418-525-5959 Fax : 418-525-6976
Mail : ventes@ctoucanada.com Web : www.ctoucanada.com

RMA REQUEST FORM

COMPANY NAME : _____ RMA# : _____

CONTACT PERSON : _____ TEL : _____ FAX : _____ DATE : _____

ITEM CODE	QTY	INVOICE #	INV DATE	PROBLEM DESCRIPTION	SERIAL #

RMA PROCEDURES :

***DO NOT SEND IN MAUNAL, DISKETTES, CABLES & ACCESSORIES (JUST THE DEFECTIVE ITEM, UNLESS IT IS RETURNING FOR CREDIT)**

1. Please obtain RMA number before returning the goods.
2. The RMA number is good for 2 weeks from the date of issue.
3. Invoice copy has to be attached.
4, Make sure to put the RMA# on your shipping label and ship prepaid. Otherwise, the shipment may be refused.
5. All returning goods must be packed to protect against damage in shipment.

RECEIVED BY PCI STAFF : _____ RETURN MERCHANDISE RECEIVED BY CUSTOMER : _____

DATE : _____ DATE : _____