

# Customer stock return/warranty claim form

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Original invoice date: \_\_\_\_\_ Invoice number: \_\_\_\_\_

Date of return: \_\_\_\_\_ Credit note number: \_\_\_\_\_

## Customer details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Postcode: \_\_\_\_\_ Contact number: \_\_\_\_\_

**Reason for return/warranty:** \_\_\_\_\_

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Total price: \_\_\_\_\_

## Refund or exchange

Exchange for:  
invoice number: \_\_\_\_\_ Payment type: Cash / Eftpos / MC / Visa

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**Customer Signature** to verify the goods have been returned and either refunded or exchanged.

## Office use for warranty and RFC:

Supplier contact name: \_\_\_\_\_ Date contacted: \_\_\_\_\_

Item returned date: \_\_\_\_\_ Con note/Freight: \_\_\_\_\_

Customer contacted: \_\_\_\_\_

Stock returned: Yes / No      If No: S-ADJ # \_\_\_\_\_

Stock adj. reason \_\_\_\_\_