



1618 Stanford Street Suite C, Santa Monica, California 90404
PO Box 7098, Santa Monica, California 90406
(800) 457-3440 • (310) 449-4192 • Fax (310) 449-6912

RETURNED GOODS AUTHORIZATION REQUEST

Please complete this form and fax to (310) 449-6912 along with:

- A copy of SP Systems's invoice to you
- A copy of your invoice to the customer (or the customer's sales receipt)

We will process your request upon receipt of the completed form and invoice copies.

Distributor Information

Company Name: _____

Contact Person: _____

Address: _____

Phone: _____

Fax: _____

Defective Merchandise Information

Item/Part Number: _____

Item/Part Description: _____

Invoice #: _____

Purchase Date: _____

Detailed Description of the Problem: _____

Signature

Customer Signature: _____

Date: _____

SP Systems Use Only
