



**S.J. CONTROLS, INC.**

Web: [www.sjcontrols.com](http://www.sjcontrols.com)

Email: [info@sjcontrols.com](mailto:info@sjcontrols.com)

Phone: (562) 494 1400

Fax: (562) 494 1066

## RMA REQUEST FORM

### RETURN MERCHANDISE AUTHORIZATION FORM

*Please provide the following information:*

<b>FOR S.J. USE ONLY:</b>	
CUST. I.D:	
RMA #:	

#### CUSTOMER INFORMATION

Contact Name: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
 Company: \_\_\_\_\_ Location: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

#### MERCHANDISE INFORMATION

Order Number: \_\_\_\_\_ Quantity: \_\_\_\_\_  
 Item Description: \_\_\_\_\_  
 Original Order Shipping Date: \_\_\_\_\_

#### Reason for Returning:

- Ordered Incorrect Part
- Does Not Function Properly
- Wrong Item Sent
- Manufacturer Defect or DOA
- Damaged During Shipping
- Unhappy with Product Performance

Have you contacted Tech Support?  Yes  No

#### Action you would like us to take:

- Direct Exchange
- Exchange with Different Part
- Credit
- If Other Explain \_\_\_\_\_

Please download this form and fax it to (562) 494-1066.

Upon receipt & approval, a S.J. Tech will contact you with an RMA Number to reference on your shipment.

If you have any questions, please feel free to contact us at (562) 494-1400.