RGA Authorization Request Form

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Short URL: http://aesindustri.es/doc26404

AES INDUSTRIES™
For all your refinishing needs!

Please Print Legibly or Type!

Your Information

Company Name: _____

Key Contact Name: _____
(Who should we ask for when we call?)

Daytime Phone: (_____) _____ - _____

Fax Number: (_____) _____ - _____

E-mail Address: _____

Street Address: _____
(Address where your place of business is located)

_____

City: _____ ***State:*** _____ ***Zip:*** _____

Requested item(s) to be returned

Qty	AES Stock #	Reason for Return (if defective, please state why)

Comments:

RGA Request Instructions

Before you can return merchandise, you must first request an RGA number. Complete this form and return via e-mail or fax:

E-mail: returns@buyaes.com

Fax: (813) 754-6699

Upon review of your request and if your request is approved - you will be issued an RGA number as well as an RGA Authorized Return Form with instructions on how to return your merchandise.

Do not return merchandise until your return request is authorized. Returned merchandise without prior authorization **will not receive credit and may not be returned.**

Return Policy

All returns must be pre-approved and have the RGA number clearly marked on the outside of the package. AES Industries reserves the right to give partial or no credit for the following reasons:

- Merchandise returned that was not pre-approved on initial RGA Request Form.
- Merchandise which did not originate from AES Industries.
- Merchandise returned without accompanying sales invoice or proof of purchase.
- Improperly packaged returned merchandise.
- Any items which may have been modified or are missing parts.
- Merchandise returned after ten (10) days of RGA approval.
- Used merchandise with no resale value.
- Merchandise that is discontinued or obsolete.
- Product returned does not match the conditions for return stated during the initial RGA request.

Any applicable credit will be issued within thirty (30) days after receipt of goods. AES Industries reserves the right to assess a 15% restocking fee and/or a 30% repackaging fe. If you have any questions or to track a return, please contact our returns department:

E-mail: returns@buyaes.com
Nationwide Toll-Free: (800) 237-1264

FOR INTERNAL OFFICE USE ONLY

☐ ***Approved*** ☐ ***Denied*** ***Comments:*** _____

Authorized by: _____ ***Date:*** _____ ***RGA #*** _____

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***** For the most up to date forms, please visit: http://docs.buyaes.com**

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Nationwide Toll-Free: (800) 237-1264 · **Local Phone:** (813) 752-7749 · **Fax:** (813) 754-6699 · **E-mail:** sales@buyaes.com · **www.buyaes.com**

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