RGA Authorized Return Form

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AES INDUSTRIES™
For all your refinishing needs!

Please Print Legibly or Type!

Your Authorized RGA

Pre-approved item(s) being returned

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

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:** _____

FOR INTERNAL OFFICE USE ONLY

Received by: _____ **Date:** _____

☐ **RGA Complete** **Comments:** _____

Return Instructions

In order for your return to be processed, please follow all instructions listed below. Failure to follow all instructions can delay the processing of your return.

1. Place all **pre-approved items,** a copy of the **original sales invoice,** and **this completed RGA form** for return in a shipping box.
2. In **LARGE, BOLD** writing, please legibly print your RGA Number (shown to the left) on the outside of the return package.
3. Securely pack, tape and ship your return to:

AES INDUSTRIES
ATTN: RETURNS DEPARTMENT
2008 National Guard Drive
Plant City, FL 33563

IMPORTANT: Please retain a copy of your return package **tracking number** and **RGA number** on file for your records!

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 fee. If you have any questions or to track a return, please contact our returns department:

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

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

AES Industries · 2008 National Guard Drive, Plant City, FL 33563
Nationwide Toll-Free: (800) 237-1264 · **Local Phone:** (813) 752-7749 · **Fax:** (813) 754-6699 · **E-mail:** sales@aesindustries.com · **www.aesindustries.com**

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