



ELCO Systems Inc.

RMA NO :

Vancouver	Calgary	Toronto	Ottawa	Montreal	Halifax
Tel: (604) 303-0206	Tel: (403) 291-2883	Tel: (905) 470-0082	Tel: (613) 746-8227	Tel: (514) 333-6538	Tel: (902) 468-0030
Fax: (604) 303-0207	Fax: (403) 291-2890	Fax: (905) 470-3183	Fax: (613) 746-8679	Fax: (514) 333-6549	Fax: (902) 468-0040

RMA REQUEST FORM
E-mail: rma.elco@elcosystems.com

Company Name : _____ Contact : _____

Customer Number : _____ Tel : _____

E-Mail : _____ Fax : _____

Item No. as per Invoice - Serial Number - Invoice No. - Invoice Date - Internal Use (Status)

1.) _____

Problem : _____

2.) _____

Problem : _____

3.) _____

Problem : _____

4.) _____

Problem : _____

5.) _____

Problem : _____

6.) _____

Problem : _____ Total: _____ pcs

Returning RMA - RMA Number must be " Printed Clearly " on all mailing labels and shipping boxes, otherwise shipment(s) will be rejected.

1. Please fax us this form with the clear copy of the **ORIGINAL INVOICE** and **PACKING SLIP**.
2. Please mark down the problem on masking tape and tape it on each product. Don't write anything directly on the product(s).
3. Failure in providing proof of purchase or without specifying problem(s) of the returned item(s) will result in the item(s) being returned to sender **FREIGHT COLLECT**.
- *4. **NO ACCESSORIES** (Manual, drivers, cables, etc.) except for pre-authorized **CREDIT** or **DOA**.
We don't have any responsibility to keep all the accessories.
- *5. There is no Credit for Special Order items returned for RMA.
6. I agree that ELCO Systems Inc. is not liable for any data lost due to servicing of computer systems.

Accepted: _____

RMA received by : _____ **Date:** _____

* A \$15.00 fee will be charged to locate a copy of the original invoice per returned product.
* A Service Fee of \$ 30.00/item, plus shipping, will be charged for product found to be non-defective.

Official Use Only
Pick up / Ship Out