



RETURN MERCHANDISE AUTHORIZATION FORM

O – F004 | 26-Jan-17

RMA PROCEDURE FOR CUSTOMER:

- Step 1. Contact your SunModo Sales Rep to obtain an RMA Number.
- Step 2. Fill out the Form below in its entirety.
- Step 3. Email the form to your SunModo Sales Rep for authorization PRIOR TO SHIPPING.
- Step 4. Once authorized, place the form in your return box with the item(s) being returned.
- Step 5. Use the label below and affix to the box. Be certain to include the RMA number.
- Step 6. SunModo will contact you for disposition.

NOTE: SunModo will not process nor credit your account until an RMA Form has been Authorized and Approved. Invoicing/payment modifications will not be revised/credited until after part disposition has been determined.

Visit www.sunmodo.com/resources for our Return Policy and RMA Form.

Company: _____	Contact: _____
RMA No: _____	Issue Date: _____
Issued By: _____	

Qty	Part Number	Description	Reason For Return	Invoice Number

X _____ Customer Signature and Date	X _____ SunModo RMA Authorized and Date	X _____ SunModo RMA Approved and Date
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Address Label with RMA number

SunModo Corporation
 ATTN: RMA No. _____
 14800 NE 65th Street
 Vancouver, WA 98662