



RETURN GOODS AUTHORITY FORM

RGa No:

Date:

ABN 84 000 053 921
ACN 000 053 922

Please fill this form and either call MI or fax to MI for a RGA No to be issued.
PLEASE SEND A COPY OF THIS FORM WITH THE RETURNED GOODS TO SPEED UP PROCESSING OF YOUR RETURN.
ANY returned goods sent to MI without RGA number will not be accepted and returned to the customer at the customers cost.
* ALL RGA FINALISATION WILL BE ADVISED BY EMAIL.

Returned From:
Store/Reference #:
Contact:
Phone No:
Email:

Fax No:

Please Return to Master Instruments Pty Ltd Using:

- Customers courier at Customers Cost
- Reply Paid Post - Reply Paid 177, PO Box 177 Marrickville 2204

MI Internal Use Only

Date Received into Store

Receivers Initials

ITEMS TO BE RETURNED

ORIGINAL INVOICE NUMBER MUST BE SUPPLIED OR RETURNED GOODS MAY BE REJECTED

Qty	MI Computer Item Code (SKU)	Part No. / Model No.	DETAILED: Description of problem and/or Reason for return (do not just write "Faulty")	Original Inv No: (MUST BE PROVIDED)	RGA Outcome			Comments					
					Credit will be given	Re-stocking Fee (%)	Returning to Customer	RTS	RTN	TES	IS		

RGa Finalised By: _____ **Date:** _____ **Approved By:** _____