RETURN GOODS AUTHORITY FORM

RGA No: **Date:**

BATTERY ENGINEERING

ABN 84 000 053 921
ACN 000 053 921

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:
Customer Code #:

Contact:

Phone No: Fax No:

Email:

Please Return to Master Instruments Pty Ltd Using:

☐ **Customer's Courier at Customer's Cost**

☐ **Reply Paid Post -** **Master Instruments Returns Dept**
Reply Paid 89018
Locked Bag 277
Milperra NSW 2214

MI Internal Use Only	
Date Received into Store	
Receiver's 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 Master Instruments Inv# (MUST BE PROVIDED)	RGA Outcome: Credit will be given	RGA Outcome: Re-stocking Fee (%)	RGA Outcome: Returning to Customer	*Comments*: RTS	RTN	TES	IS	

RGA Finalised By:		**Date:**		**Approved By:**	