

# Nextwarehouse.com

220 Reese Road., State College, PA 16801

Tel: 714.277.4513 Fax: 714.277.4419 \_\_\_\_\_

## Return Form

To return an item, please follow these steps :

1. Locate your invoice (either hard copy or e-mail) and find your invoice number.
2. Call Technical / RMA Department at 714-277-4513 and discuss your situation with the technician.
3. If the technician decides that you need to return the product, an RMA number will be issued to you.
4. List the item(s) that you are returning. **Please include each item's serial number!**

1. \_\_\_\_\_  
S/N: \_\_\_\_\_

2. \_\_\_\_\_  
S/N: \_\_\_\_\_

5. Describe the problem with the product you wish to return.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. The return package should contain:

- The product with all accessories that came with it; including manuals, warranty cards (if not used), cables, drivers, cd-roms, diskettes, etc.
- A copy of your invoice.
- Return form (this page), completed and signed. **Please keep the original Invoice and Terms and Conditions page for future reference.**

7. If your shipping address, telephone number or email has changed from that on the invoice, please fill in below:

COMPANY: \_\_\_\_\_

NAME/ATTN: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**REMINDER: We reserve the right to return unauthorized items to sender.**

**Items without RMA number and signature will be rejected.**

By signing this return form and returning the products, I signify that I have read, understood, and accepted all terms and conditions of Nextwarehouse's ordering and return policies. This information can be found on the back of my invoice or on enclosed documents. If I do not understand these terms and conditions, or if I did not receive the proper documentation, I will contact Nextwarehouse at (877) 235-6628 or visit their website at <http://www.nextwarehouse.com/> before signing this document of returning any products.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SHIP TO:** Please fold this form so that the "SHIP TO:" address can be RMA Out-Source Center/NEXTWAREHOUSE, INC. clearly. You may tape the folded paper on the return ATTN: TECHNICAL / RMA DEPARTMENT package and use it as a Return Address Label.  
220 REESE ROAD  
STATE COLLEGE, PA 16801 **IMPORTANT: Remember to write your RMA number**  
RMA NUMBER: \_\_\_\_\_ **below the Return Address and sign in the space provided.**