

**REQUEST FOR RETURN AUTHORIZATION**

**RMA** \_\_\_\_\_

**ELKAY** MANUFACTURING COMPANY

(630) 572-3192 FAX: (630) 574-4509

Only current catalogued product can be returned.  
All returns for credit are subject to factory inspection.

Only product listed on the Request For Return may be returned. Please do not include additional items.

Order Number must be referenced for the return to be credited with correct pricing.

Cooler returns must include serial number.  
Coolers are not to be shipped via UPS

Company Name:		
Address:		
Address:	Branch #:	
City:	St:	Zip:
Attn:		

**TO BE RETURNED**

<b>SOLD TO ACCT#</b>	<b>P.O. NUMBER</b>	<b>ORDER NUMBER</b>
		<b>ORD</b>

<b>UPS</b>	<b>COMMON CARRIER</b>	<b>PREPAID</b>	<b>COLLECT</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**REASON FOR RETURN:**

- |  |  |
|--|--|
| <input type="checkbox"/> 168 Bad Address, Returned by Carrier  | <input type="checkbox"/> 200 Mfg: Mislabeled Cartons         |
| <input type="checkbox"/> 169 Consignment                       | <input type="checkbox"/> 201 Dist: Shipped Wrong Carrier     |
| <input type="checkbox"/> 170 Customer Return / No RMA          | <input type="checkbox"/> 202 Dist: Partialled Order          |
| <input type="checkbox"/> 171 Damaged: Concealed at Receipt     | <input type="checkbox"/> 203 Cust Svc: Partialled Order      |
| <input type="checkbox"/> 172 Damaged: Obvious at Receipt       | <input type="checkbox"/> 204 Defective Raw Material          |
| <input type="checkbox"/> 173 Dist: Duplicate Shipment          | <input type="checkbox"/> 205 Freight Not Delivered On Time   |
| <input type="checkbox"/> 179 Job Canceled                      | <input type="checkbox"/> 206 Shipped Prior-Ship No Sooner Dt |
| <input type="checkbox"/> 180 Lost By Carrier                   | <input type="checkbox"/> 207 Customer Refusal                |
| <input type="checkbox"/> 184 Product Defective – Note Required | <input type="checkbox"/> 209 Dist: Cross Shipment            |
| <input type="checkbox"/> 185 Defective-Purchased Item          | <input type="checkbox"/> 231 Regional Authorization          |
| <input type="checkbox"/> 186 Sample                            | <input type="checkbox"/> 232 Rep: Wrong Account #            |
| <input type="checkbox"/> 188 Slow Moving Inventory             | <input type="checkbox"/> 233 Rep: Bad Shipping Address       |
| <input type="checkbox"/> 189 Surplus Material                  | <input type="checkbox"/> 234 Frt Not Shipped On Time         |
| <input type="checkbox"/> 192 Wrong Model by Customer           | <input type="checkbox"/> 235 Wrong Qty by Cust Svc           |
| <input type="checkbox"/> 193 Wrong Model by Cust Svc           | <input type="checkbox"/> 236 Wrong Qty by Customer           |
| <input type="checkbox"/> 194 Wrong Model by Rep                | <input type="checkbox"/> 237 Wrong Qty by Rep                |
| <input type="checkbox"/> 195 Wrong Model Shipped by Plant      | <input type="checkbox"/> 238 Wrong Qty Shipped by Plant      |
| <input type="checkbox"/> 196 Damaged by Customer               | <input type="checkbox"/> 239 Dist: Mislabeled Shipment       |
| <input type="checkbox"/> 197 Inventory Exchange Program        | <input type="checkbox"/> 240 Rep: Duplicate Shipment         |
| <input type="checkbox"/> 199 Repair & Return to Customer       | <input type="checkbox"/> 241 Cust Svc: Duplicate Shipment    |

- |   |
|---|
| <input type="checkbox"/> 261 Product Defect – Bent Corners    |
| <input type="checkbox"/> 262 Product Defect – Dented          |
| <input type="checkbox"/> 263 Product Defect – Sink Finish     |
| <input type="checkbox"/> 264 Product Defect – Rust on Surface |
| <input type="checkbox"/> 312 Field Destroy                    |
| <input type="checkbox"/> 329 Display                          |

**RETURN LOCATIONS – Select One:**

<input type="checkbox"/> <b>001 ELKAY MFG CO – Broadview, IL</b>
<input type="checkbox"/> <b>004 ELKAY WEST – Ogden, UT</b>
<input type="checkbox"/> <b>005 ELKAY AQUAFLOW – St. Charles, IL</b>
<input type="checkbox"/> <b>006 ELKAY MFG CO – Savanna, IL</b>
<input type="checkbox"/> <b>007 ELKAY SOUTHERN - Lumberton, NC</b>

- |  |
|--|
| <input type="checkbox"/> Less 15% Restocking Fee   |
| <input type="checkbox"/> Less 25% Restocking Fee   |
| <input type="checkbox"/> Less Recartoning Fee  |
| <input type="checkbox"/> Less Repair / Rework Fee  |
| <input type="checkbox"/> Less Prorated Outbound Freight  |
| <input type="checkbox"/> Less Inbound Freight  |
| <input type="checkbox"/> Discount Allowance / /  |
| <input type="checkbox"/> Full Credit   |
| <input type="checkbox"/> No Credit Due On Installed Sinks. Subject to Plant Inspection Prior To Issuing Credit |

QTY.	PRODUCT ID	UNIT PRICE	TOTAL
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00

NOTES:

<b>Dayton/Kingsford (only)</b>
<b>Field Destroy Option</b> <input type="checkbox"/> Requested
Credit Memo:
Authorized by:

Requested by: \_\_\_\_\_ Date: 06/01/2010