



P. O. Box 98 - 1094 North Main Street
Ashland City, TN 37015

RETURN MATERIAL AUTHORIZATION FORM

Date: _____

Company Name: _____ RMA#: _____

Address: _____ Invoice #: _____

City/State/Zip: _____

Phone: _____

SEND RETURNS TO:
ATTENTION: RETURNS / SHIPPING DEPT.
P.M. LIGHTING, LLC
1094 N. MAIN STREET
ASHLAND CITY, TN 37015

Contact: _____

P.M. ITEM #	QUANTITY	REASON FOR RETURN	WRONG PART
		DEFECTIVE "*****"DAMAGED	SHIPPED "*****"ORDERED
		DEFECTIVE "*****"DAMAGED	SHIPPED "*****"ORDERED
		DEFECTIVE "*****"DAMAGED	SHIPPED "*****"ORDERED
		DEFECTIVE "*****"DAMAGED	SHIPPED "*****"ORDERED

1. Fax this form to P.M. Lighting, LLC at 615-792-6898 for approval of your return and to receive a Return Material Authorization Number (RMA#). Merchandise will be tested/inspected within 10 working days after receipt of goods. A credit will be issued only if product is found to be defective due to materials or workmanship. **Any product determined not to be defective will be returned at customer's expense.** All returns are subject to a 15% restocking fee.
2. All Returns are to be sent to P.M. Lighting, LLC **PREPAID** to the address above. Merchandise sent collect may be refused and delay processing the return and cause additional expense for your company. **Pack merchandise carefully to prevent damage.** Enclose a copy of this form along with your packing slip.
3. **The RMA# must be marked clearly on the outside of the box.** All returns sent to the warehouse without a RMA# will be returned to you by our receiving department, which will delay the handling of your return and cause additional expense for your company.

For P.M. Lighting Use Only:	Notes on Return Material: _____
Action For Product: _____	
Date Received: _____	Technician Signature: _____