DATE

NOTICE: RETURN OF GOODS

TO:	FROM:
Ivie Enterprises	
5839 S. Garnett Rd.	
Tulsa, OK 74146	

We are submitting this notice for authorization to return the following order:

CONTACT DATE	P.O. #	INVOICE #
DELIVERY DATE	**ONLINE ORDER #**	**RETURN MERCHANDISE AUTHORIZATION #**

We are hereby requesting RETURN AUTHORIZATION for the following goods:

REF#	QTY	DESCRIPTION OF ITEM	REASON FOR RETURN	PRICE	CREDIT DUE
				TOTAL CREDIT DUE	**$**

This is an authorization form, and is used for internal processing of customer's request to return merchandise. Please note that if the return is customer initiated, there will be a 15% restock fee, and appropriate shipping charges will apply, original freight is not refundable. Please note also, that if the return is initiated by us, we will pay freight, and not charge the 15% restock fee. We also reserve the right to refuse returns that do not refer either; invoice number, RMA number (return merchandise authorization), or an online order number.

RETURNING PARTY

_____

Company Name Phone Number Date of Credit

By: _____

Authorized By: