

Customer Return Authorization



INSTRUCTIONS:

- Complete this RA form and **FAX** it to **415.380.9088**.
- We will assign an RA # and will fax that RA # back to you.
- Please include a copy of this RA form (with assigned RA #) in your package.
- Ship your return to: **TLS Electronics, 320 Ricardo Rd., Mill Valley, CA 94941** and reference RA# on outside of box.

RETURN POLICIES:

- **All returns require an RA #.** Returns will not be processed without one.
- Requests for an RA must be submitted within 60 days (for parts) and 30 days (for equipment) of the invoice date.
- Once an RA # has been assigned, part(s) and/or equipment must be received within 30 days of RA # issue date.
- Returned items are subject to a 15% restocking fee and must be in resalable condition.

Customer Details

Company _____	Contact _____
Address _____	Phone _____ Fax _____
_____	Email _____
City _____	State _____ Zip _____

Item #	Serial #	Qty	Reason for Return	Invoice #	Replace or Credit

For internal use only

RA # _____	Restocking fee _____	Credit amount _____
Issued by _____	Return rec'd on _____	Credit issued by _____
Issued on _____	Return rec'd by _____	Credit issued on _____
Good until _____	Logged by _____	Replacement sent _____

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL 888.590.9923 OR 415.380.9099
THANK YOU.**