



Innovative Controls Inc.

Date:

RMA No.

Customer Return Materials Authorization

Note: Innovative Controls will not be responsible for labor charges.

Please provide the following:

1. This completed R.M.A. form along with all returns that are under warranty.
2. The R.M.A number, when received, must be written and visible on the shipping carton.
3. Ship to: Innovative Controls 560 Braddock Ave. East Pittsburgh, PA 15112 Attn: Returns Department

REPORT REQUIRED BY CUSTOMER	YES / NO
PERFORMED BY	
PRODUCT ANALYSIS NEEDED	YES / NO DATE
PERFORMED BY	
(see page 2 for further details)	

IMPORTANT NOTE ON ALL RETURNS!

All items are carefully packaged before shipping. Any items returned to Innovative Controls as **“un-used or defective out of the box”** that have been scratched or damaged, **WILL NOT** be eligible for a warranty claim or credit.

Customer Details

Company	_____	Contact	_____	ID	_____
Address	_____	Phone	_____	Fax	_____
	_____	Email	_____		

Product Details

Note: list any additional items on 2nd page

Item #	Part#	Unit Price	Qty	Reason for Return	Invoice #	Date
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Comments / Notes

For internal use only

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