

**AUTHORITY TO RETURN PARTS- WARRANTY**

**Customer to complete in full**

Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Dealer Name: \_\_\_\_\_ Account No.: \_\_\_\_\_

Original Invoice Number: \_\_\_\_\_ Invoice Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Part Number: \_\_\_\_\_ Description: \_\_\_\_\_ Qty: \_\_\_\_\_

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**Details of Warranty Claim Required:** \_\_\_\_\_

Dealer must submit an 'Authority to Return Parts' form within 30days from invoice date. All returns require prior approval. Any returns without approval will be returned at the cost of dealer. All approved returns must be received at Sparex Australia Pty Ltd within 14 days of authorisation date. Please refer to our full terms of trade in 'Dealer Information' at [www.sparex.com](http://www.sparex.com) - **All parts ordered in error will incur a 20% restocking fee.**

Contact name: \_\_\_\_\_ Signature: \_\_\_\_\_ Your Ref: \_\_\_\_\_

**SPAREX USE ONLY:**

**CUSTOMER SERVICE DEPT:** Authority to return approved: Y / N Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Credit freight: Y / N \$ \_\_\_\_\_ ex GST Restocking Fee: Y / N \_\_\_\_\_ % Remove from stock: Y / N

Approved by (name) \_\_\_\_\_ (initial) \_\_\_\_\_

**WAREHOUSE:** Returned to stock: Y / N Location \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Received by (name) \_\_\_\_\_ (initial) \_\_\_\_\_

Stock Written Off: Y / N Stock Adjusted off by (name) \_\_\_\_\_ (initial) \_\_\_\_\_

**CUSTOMER SERVICE DEPT:** Iris Issue #: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Evaluation: \_\_\_\_\_

Stock Written Off: Y / N Stock Adjusted off by (name) \_\_\_\_\_ (initial) \_\_\_\_\_

**ACCOUNTS:** Credit note #: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Processed by (name) \_\_\_\_\_ (initial) \_\_\_\_\_