

CREDIT REQUEST (value only)

Customer to complete in full		Date: ____ / ____ / 20____
Dealer Name: _____		Account No.: _____
Original Invoice Number: _____	Invoice Date: ____ / ____ / 20____	
Part #: _____	Description: _____	Qty Invoiced: ____ Qty Received: ____
<i>Nett Price invoiced \$: _____ ea Price Correction \$ _____ ea Nett Variation \$ _____ ea</i>		
Part #: _____	Description: _____	Qty Invoiced: ____ Qty Received: ____
<i>Nett Price invoiced \$: _____ ea Price Correction \$ _____ ea Nett Variation \$ _____ ea</i>		
Part #: _____	Description: _____	Qty Invoiced: ____ Qty Received: ____
<i>Nett Price invoiced \$: _____ ea Price Correction \$ _____ ea Nett Variation \$ _____ ea</i>		
Reason for Credit: (Please tick <u>one</u> only)		
<input type="checkbox"/> 3. Sparex Sales Error* <input type="checkbox"/> 4. Sparex Warehouse Error*		
<input type="checkbox"/> Clearance Item <input type="checkbox"/> Promo Item <input type="checkbox"/> Hot Deal <input type="checkbox"/> Discount % <input type="checkbox"/> \$500+ FIS <input type="checkbox"/> Other _____		
*Further explanation required: _____		
<p>Dealer must submit an 'Authority to Request Credit' form within 7 days from invoice date.</p> <p>All Stock returns require prior approval and must be submitted using the separate Authority to Return Parts form. Any returns without approval will be returned at the cost of dealer. All approved returns must be received at Sparex Australia Pty Ltd within 21 days of authorisation date. Please refer to our full terms of trade in 'Dealer information' at www.sparex.com</p>		
Contact name: _____	Signature: _____	Your Ref: _____

SPAREX USE ONLY:

CUSTOMER SERVICE DEPT:	Authority to Credit approved: Y / N	Date: ____ / ____ / 20____
Credit freight: Y / N \$ _____ ex GST		
Approved by (name) _____		(initial) _____
ACCOUNTS:	Credit note #: _____	Date: ____ / ____ / 20____
Processed by (name) _____		(initial) _____