beta. DISTRIBUTION PLC

RETURN ADDRESS: BETA DISTRIBUTION PLC, Unit 2 Quebec Wharf ,London , E14 7F

Returns Contact: Angie Solomon Tel: 020 7531 2822 Fax: 0207 093 3534
Email - angie@betadistribution.com

RETURN REQUEST FORM

DOA / FAULTY GOODS
Products supplied by Beta Distribution Plc will be classed as Dead on Arrival if returned within 14 days of purchase. All items outside of this 14-day period will be repaired/replaced under the terms of the warranty provided. Customer services must be contacted with the relevant information so a returns authorisation can be issued.

DAMAGED ON DELIVERY / SHORTAGES
Any product received 'damaged' must be reported to Beta Distribution Plc by facsimile **within 24 hours** of delivery, these goods must also be **signed for 'damaged'.**
Shortages must be reported **within 24 hours** in order for an investigation to be carried out.

AN RMA No. WILL BE ISSUED ONCE WE HAVE RECEIVED THIS FORM AND IS VALID FOR 14 DAYS ONLY. ANY ITEMS RETURNED WITHOUT AN RMA NUMBER BELOW WILL BE REFUSED

YOUR RMA No. IS➔ **DATE**

FULLY COMPLETE THIS FORM FILLING IN ALL REQUESTED INFORMATION WE WILL NOT CHASE ANY MISSING DETAILS

COMPANY NAME:	
ACCOUNT Nr:	
➢ DOC no./POR no./ Date of purchase o Please send 3RD PARTY proof of purchase if applicable	
Customer Contact Name: **TEL** no.➔ **FAX** no.➔	
PRODUCT(S) **QUANTITY**	
REASON FOR RETURN **➘Please give as many details (Descriptions such as DOA or FAULTY will not be accepted)**	
MACHINE SERIAL NUMBER	
OTHER DETAILS:	

➔ PLEASE AFFIX THIS DOCUMENT OUTSIDE THE PARCEL
➔ FAILING TO DO SO GOODS WILL BE REFUSED