



RETURN GOODS AUTHORITY FORM

RGA No:

Date:

ABN 84 000 053 921
ACN 000 053 921

Please fill this form and either call MI or fax to MI for a RGA No to be issued.
PLEASE SEND A COPY OF THIS FORM WITH THE RETURNED GOODS TO SPEED UP PROCESSING OF YOUR RETURN.
ANY returned goods sent to MI without RGA number will not be accepted and returned to the customer at the customers cost.
* ALL RGA FINALISATION WILL BE ADVISED BY EMAIL.

Returned From
Customer Code #:

Contact:

Phone No:

Fax No:

Email:

Please Return to Master Instruments Pty Ltd Using:

- Customers courier at Customers Cost
- Reply Paid Post - **Master Instruments Returns Dept**
Reply Paid 89018
Locked Bag 277
Milperra nsw 2214

MI Internal Use Only									
Date Received into Store									
Receivers Initials									
RGA Outcome			Comments						
Credit will be given	Re-stocking Fee (%)	Returning to Customer	RTS	RTN	TES	IS			
RGA Finalised By:			Date:				Approved By:		

ITEMS TO BE RETURNED			*ORIGINAL INVOICE NUMBER MUST BE SUPPLIED OR RETURNED GOODS MAY BE REJECTED*			
Qty	MI Computer Item Code (SKU)	Part No. / Model No.	DETAILED: Description of problem and/or Reason for return (do not just write "Faulty")	Original Master Instruments Inv# (MUST BE PROVIDED)		