

362 Roan Crescent CDE Premium Park, Corporate Park North Midrand, 1685

REG NO. 2015/371027/07 VAT REG NO. 4280197080

TEL : (011) 314 - 0202 www.swan-electrical.co.za

| | | GOODS RETURN FORM | | Ticket No: | | | | |
|---|--|---|---|------------|--|--|--|--|
| Date Customer Acc No/Name Invoice No (s) Method of Return (x) | | Delivery to Swan Re Collection from Customer Courier (Name of Courier) | r Return (x): Incorrect Supply Short/Over Supply Faulty/Damaged | | | | | |
| No | Item Code | Item Name | Qty | Comments | | | | |
| | | | | | | | | |
| Note: | The Return form and a Goods listed above ne Short-supplied goods Goods Lost in Transit All correspondence ne | A 15% handling fee will be charged for goods returned which were supplied correctly. The Return form and RTS/POD needs to be signed. Goods listed above need to be returned in full and with the correct packaging. Short-supplied goods need to be queried 3 working days after delivery/signed date of delivery. Goods Lost in Transit will be dealt with on a case-to-case basis. All correspondence needs to be sent to returns@swan-electric.co.za A full mandatory description will be given in writing of the specified faulty returned item on page 2 | | | | | | |
| Reque | sted by: | Date: | | Signature: | | | | |



Received by:

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Signature: _____

| FULL DESCRIPTION OF RETURNED FAULTY ITEM | | | | | | |
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