



Mechanical Research & Design, Inc.

RMA Request Form

Contact Information

Company:	Requested By:	Date:
Street Address:	Phone:	
City, State, Country, Code:	E-mail:	
Main Phone:		

Returned Product Information (*Provide if available)

Part #	Serial Number(s)*	Description	Original Order #*	Return Code	Return Comment

Return Codes:

- | | | |
|--------------------------------|--------------------------------|----------------------------------|
| A - Incorrect Item Sent | E - Damaged in Shipping | H - Duplicate Order |
| B - Defective (Warranty Claim) | F - Late | I - Incorrect Item Ordered |
| C - Not Satisfied | G - Inspect for Service/Repair | J - Other (describe in comments) |

Please return this form to Mechanical Research & Design, Inc. for authorization to return the above items. Once your request is approved, an RMA # will be issued to you which needs to be included with your returned items. Please include a copy of this form with the returned product
 Note: Shipments arriving without an RMA number shall be subject to refusal!
 For assistance, please contact Customer Support – Customersupport@mechanicalresearch.com or (920)-684-5608

RMA #:

To be completed by Mechanical Research & Design, Inc. personnel:

Assigned MRD Representative:	
Received By:	Received Date:

Disposition: (Select One)

<input type="checkbox"/> Scrap	<input type="checkbox"/> Nonconforming Product NPR#:	<input type="checkbox"/> Re-Stock	<input type="checkbox"/> Service Required (QSP820-1 Customer Process)	<input type="checkbox"/> Return	<input type="checkbox"/> Other: (Describe)
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RMA Closed: (Initial)	Date:
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