



Laminex RMA Form

Name: _____
Acct#: _____

Company: _____

Date: _____ RMA#: _____

Phone: _____ Fax: _____

Table with 3 columns: Qty, Item Number, Description/Serial Number. Includes 4 empty rows for data entry.

Reason for Return

Return for credit (20% restocking fee: Yes No)

Repair (Warranty: Yes No)

REPAIR INFORMATION:

Proper packaging of return material for repair or credit is the customer's responsibility. Laminex is not responsible for damage caused by the carrier or poor packaging. Please write RM# on exterior of package and enclose a signed copy of this form.

For a laminator or printer repair, please return the item using the original box and foam inserts. If box seems to be loose around inserts, wrap tape around the exterior sides to hold box in place around inserts. For laminators, do not return the feed table, supply rolls or laminating film unless advised to do so. For printers, do not return cards, ribbons, or cables unless advised to do so. If the box and foam inserts have been discarded, replacements may be purchased from Laminex.

We advise that you use solid packing materials like foam, and do not use peanuts, newspaper, or bubble wrap as packing material for heavy products like laminators and printers. Insurance is also recommended for the item being returned for repair or credit.

For any non-warranty repair, a minimum of one hour of labor and return freight will be charged if the item sent in for repair is not repaired and is to be returned to the customer.

Any item returned for credit MUST be in the original package and have all accessories and documentation enclosed for credit to be issued. The item must be sellable as new.

A signed copy of this form must be included with the return for repair or credit to be considered.

Laminex Authorization _____ Date _____

Customer Signature _____ Date _____