

RETURNED GOODS NOTIFICATION (RGN)

DATE OF NOTIFICATION : _____

CUSTOMER NAME : _____

CUSTOMER ADDRESS : _____

CONTACT NAME : _____

TEL. (or MOB.) NO : _____

EMAIL ADDRESS : _____

ORIGINAL SALES ORDER : _____ DATE ORIGINALLY SUPPLIED: _____

DATE RETURN RECEIVED : _____ **SIGNATURE:** _____

ITEM CODE	DESCRIPTION	QTY RETURNED

REASON FOR RETURN

Faulty or Damaged Wrong Item Ordered Wrong Item Supplied Non-conforming Other

DESCRIPTION OF PROBLEM AND REASON FOR RETURN

PLEASE NOTE: Please ensure all returned goods are packed appropriately to avoid damage in transit. Geo-Con cannot be held responsible any damages. Insurance is recommended for fragile items. Our full terms for Conditions of Sales including returns can be found on <https://www.geo-con.com.au/wp-content/uploads/2019/08/Conditions-of-Sale-Ver-1.6.pdf>

GEO-CON INTERNAL USE ONLY			
Geo-Con Credit Note No	<input type="text"/>	Restocking Fee Applied	<input type="text" value="YES NO"/>
Geo-Con Credit Approved By	<input type="text"/>	Resupply Order No	<input type="text"/>

