

3 Union Seventy Center Drive
 St. Louis, MO 63120-1417
 www.polarairsystems.com



Phone: 866-251-2188
 fax: 314-389-3332
 credit@polarairsystems.com

Customer Information

Company name:		Date:
Phone:	Fax:	Email:
Company address:		Sales-tax Exempt #:
City:	State:	ZIP Code:
Contact Person:	E-mail:	

Return Item Info

Item:	Qty:	Part #:	RGA #:
Reason for Return:	<input type="checkbox"/> Defective	<input type="checkbox"/> Wrong Size/Model	<input type="checkbox"/> Other
Description of issue:			

Customer Instructions

1. Please return the merchandise to the address above and enclose a copy with this form with your shipment.
2. There is a restocking charge on merchandise that cannot be restocked without reconditioning or unpaking and disassembling before it can be restocked. Restocking charges vary. Certain items are made to order and cannot be sold again. No credit will be given for such items.

 Customer Signature

 Printed Name

 Title Date

Polar Air Systems Action - Customers please do not fill out below this line

Restock as is		Amount of credit		Less Charges	
Inspect, repair and restock		Amount of credit		Less Charges	
Cannot be repaired or sold - scrap		Amount of credit		Less Charges	
Prepared by:				Total issued:	
Review Date:				Issue Date:	