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Reconsignment sheet

Company/customer no.: _____			Contact person: _____		
Art.-No.	Art.-description	Purchase order	Quantity	Cause (A-E)	Annotation

Cause for reconsignment:

- A – Product damaged (Please note form of damage under “Annotation” + pictures of the damage)
- B – Delivery not complete
- C – Wrong quantity (too many or too few)
- D – Wrong products delivered
- E – Other (Please note under “Annotation”)

- Please send me the replacement product immediately, even if the return process is not complete.
- Please send me a credit after the conclusion of the process.

Date

Signature of contact person

Please send back via fax (+ 49 2933/92226-18) or mail (info@sign-ware.de)!