Swag Fashion Accessories
3340 Center Grove Drive
Dubuque, IA 52003
Phone: (563) 845-7450 Fax: (888) 909-6324
E-Mail: jason@swaghandbag.com

Company Name:
Contact:
Phone No.:
Staff Member Checking In:
Date Staff Checked in:

(RMA) Return Merchandise Authorization

RMA form must be filled out completely for all returns or exchanges.

				Date	
Invoice #	**Item #**	**Qty.**	**Description**	**Unit Price**	**Reason Code #**

Return Reason Codes: Record appropriate number in the Reason Code # column above.

1. Wrong quantity received
2. Wrong merchandise received.
3. Purchased elsewhere.
4. Damaged in shipping.
5. Duplicate order.
6. Product defective.
7. Arrived late.
8. Product different from catalog.
9. Related item not sent.
10. Customer not satisfied.
11. Incorrect item ordered.
12. Incorrect quantity ordered.
13. Product Exchange
14. Other