

MCC Equipment & Service Center

RETURN MATERIAL AUTHORIZATION / REPAIR ORDER

RMA No./Work Order

DATE AUTHORIZED _____ / _____ / 20____	AUTHORIZED BY _____
ORIGINAL SO# _____ DATE _____ / _____ / 20____	

TO BE COMPLETED BY CUSTOMER...

- A 15% RESTOCKING CHARGE MAY APPLY TO RETURNED ITEMS.
- NOTE: ALL ARTICLES LEFT ON THE PREMISES AFTER WORK IS COMPLETED MAY BE SOLD FOR CHARGES.

DATE RECEIVED _____ / _____ / 20____	CUSTOMER SIGNATURE _____
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CUSTOMER INFORMATION

COMPANY		CONTACT
ADDRESS		CITY / STATE / ZIP
PHONE	FAX	E-MAIL

EQUIPMENT INFORMATION

DATE INSTALLED _____ / _____ / 20____
MODEL _____
SERIAL NUMBER _____
BRIEF DESCRIPTION OF PROBLEM _____

REASON FOR RETURN

<input type="checkbox"/> REPAIR & RETURN	<input type="checkbox"/> WARRANTY REPLACEMENT	<input type="checkbox"/> FLUSH
<input type="checkbox"/> RETURN TO STOCK FOR CREDIT	<input type="checkbox"/> WARRANTY CREDIT	START DATE: _____ / _____ / _____
<input type="checkbox"/> WARRANTY REPAIR	<input type="checkbox"/> GOODWILL	STOP DATE: _____ / _____ / _____

- Please enter ALL data on this form and SIGN.
- Return original form WITH equipment and/or parts to MCC. Keep a copy.
- Ship to:
 - MCC Equipment & Service Center
 - 2705 East Main Street
 - Plainfield, Indiana 46168
 - Attn: RMA

MCC Equipment & Service Center

Stroke Count

Upon Arrival: _____

Completion: _____

Initials: _____

ACCOUNTING / PROCESS AS...

QUOTE # _____

REPAIR SO# _____

DATE _____

QUOTE AMOUNT \$ _____

_____/_____/20__

NOTES...

SERVICE TECH: _____

DATE: ____/____/20__

REPAIR Checklist

Things to Check

Initials

Customers Initials

Lube Assembly

Y-Filters

Gun Filter

Electrical Plugs

Air Fittitngs

P-2 Insert (if applicable)

P-2 Air Cap (if applicable)

Test Spray

Any Customer refusal for a test spray will void any and all warranties affiliated with the repair:

Customer refused test spray: _____

Yes _____

No _____