



Date

(Both Issued By Phase Technologies)

**RMA**  
Return Materials Authorization Form

RMA Number

Service Ticket Number

Instructions: No returns accepted without an RMA number issued by Phase Technologies.  
If Phase Technologies is responsible for freight, shipping instructions will be provided at time RMA is issued.

Shipping Address Phase Technologies  
231 East Main Street North  
Rapid City, SD 57701  
605-343-7934

**Important:** This form is intended for the return of FULL UNITS ONLY  
If you need to return parts, please call 605-343-7934  
(press 2 for service & then press 1)

Customer Information Contact Name   
Phone  Email

Bill To: **NOTE: All special terms must be pre-authorized before shipment.** Ship To:  Same As Bill To Address  
Company  Company   
Address  Address   
Bldg/Ste  Bldg/Ste   
City  City   
State  Zip Code  State  Zip Code

Product Information

Model	Serial Number	Invoice Number*	Sales Order Number*	Customer PO Number*
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Nature Of Issue (If Defective)

Return Information

Condition Of Unit: (select one)  Installed Unit  New Unit (Never Installed) Purchase Order#

Requested Disposition:  Repair  Return For Credit (Restocking Fees May Apply) Valid: Within 30 days from invoice  Exchange Unit (Restocking Fees May Apply) Valid: Within 1 year from invoice - fee apply

Reason For Return: (select all applicable)

Stock No Longer Needed (Overstock, Customer Cancelled)  Transit Damage

Error (Order/Shipping Error, Duplicate Order)  Defective (Under Warranty)

Upgrading To Different Unit  Non-Warranty Repair\* (Fill Out Section Below)

Other Reason For Return

\*Non-Warranty Repair  Provide Estimate Before Repairing  Do Not Repair Beyond: \$

Payment Type:  Credit Card  Check  Wire  Net 30 Terms  Purchase Order#

Ph: (605) 343-7934  
Fax: (605) 343-7943

231 E Main St N  
Rapid City, SD 57701

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