



Date

(Both Issued By Phase Technologies)

RMA Number

Service Ticket Number

### RMA Return Materials Authorization Form

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

Shipping Address Phase Technologies  
222 Disk Drive  
**NEW ADDRESS AS  
OF JANUARY 2021** 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

Model	Serial Number	Invoice Number*	Sales Order Number*	Customer PO Number*	Customer Reference*

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  Payment Type:  
  Provide Estimate Before Repairing  Credit Card  Do Not Repair Beyond: \$   Check  Wire  Net 30 Terms  Purchase Order#

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