



Request to Return Goods Form

This section must be fully completed

Company Name:	Date:
Contact:	Phone:
E-Mail	Fax:

Invoice / Advice Note Number	Item	Quantity	Reason for Return request

Notes

- 1) Specially procured items will not be accepted for return irrespective of despatch date
- 2) Returns will only be accepted within 60 days of despatch.
- 3) A Handling charge of up to 20% will apply to all approved returns.
- 4) Goods must be returned in good saleable condition and contained in original packaging.
- 5) A Copy of this (Authorised) form must accompany the physical return of the goods.

For Internal Office Use

Return approved by:

Date:

cork@reliancebearing.ie

dublin@reliancebearing.ie

limerick@reliancebearing.ie

Email this form to the Reliance branch that despatched the goods to obtain authorisation from Reliance to return the goods.