



# PARTS RETURN FORM

All areas on this form must be completed

Company Name:	
Date:	
Shipping Address:	
Telephone:	
Date:	

Reason For Return (Tick box next to relevant code)		
Code	Description	Tick
NR	Not Required	
F	Faulty Part Received (Please Describe Fault Here)	
W	Wrong Part Received	
D	Damaged Parts Received	
X	Other (Please State Here)	

Parts To be Returned		
Part Number	Description of Return	QTY

- Goods are not returnable after 14 days.
- Please make sure you fill out and return the parts return form. No credit can be given unless a copy of the completed form is enclosed with the parts being returned. To speed up the credit process it is advised you attach a copy of your invoice you received with the products.
- The company reserves the right to charge a handling fee for any goods returned by the customer as surplus to requirement or as otherwise ordered incorrectly by the customer. The fee will be 20% of the invoice value of the refunded goods. Carriage charge is non-refundable.
- The customer is responsible for ensuring all goods are returned **undamaged in their original packaging and packed inside another box for return postage.**
- Moto-Electrical will not be liable for costs incurred for postage.
- **If goods are incorrect or damaged you will need to contact Moto-Electrical within 7 days.**
- **No warranty is offered on CDI units due to the nature of their use.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Invoice Number/Date: \_\_\_\_\_