

## Return Material Authorization

<b>Your Customer Information</b>	
Company	
Contact Name	
Phone N°	
e-mail	
Return Address	

To ensure the best possible treatment for you product, thank you to fill in the following form.

<b>Product Information</b>						
RMA Number						
Product		Type	Reference	S/N	Qty	Problem
	1					
	2					
	3					
	4					
	5					
	6					
	7					
	8					
	9					
	10					
	11					
	12					
	13					
	14					
	15					
	16					

## HOW TO MAKE A RETURN ?

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### 1 – Edit a commercial invoice for the return products

This document must include :

- The recipient address
  - The sender address
  - The reference quantity, price, custom code and origin of the product
  - The dimension and weight of the parcel
- 



### 2 - Print the return form

It was provided to you by the support service during your discussions, on the Helpdesk platform.

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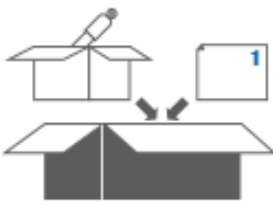


### 3 – Fill the form

Fill in as precisely as possible the information concerning the default of the product (s).

Note that the address indicated on the form will be the one used to return the products to you. It is therefore important to check carefully that there are no errors.

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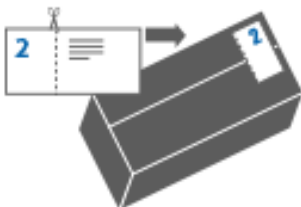


### 4 – Pack the products

Products must be carefully packed in their original packaging or in suitable packaging to avoid damage during transport.

Attach with the products, the return form.

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### 5 – Package identification

Indicate legibly on the package the return address completed with the RMA number :

**VOGO – Service SAV**  
**RMA xxxx**  
**134 Chemin des Fontaines**  
**38190 BERNIN**  
**FRANCE**

