



# RMA form

## (Return Merchandise Authorization)

To ensure customer service efficiency when returning a product, Please print out, fill in and return this form to Fast-PC Ltd at the address overleaf. Any failure to comply may result in a delay processing your return.

1. Please make note of the item and the reason your returning
2. Attach the RMA shipping label (see overleaf) to the package before sending
3. Send the item via recorded tracked delivery service

**IMPORTANT:** Please ensure you have filled in this form with as much information required so we can process your return without delay.

Please provide the following information:

<b>Name:</b>	
<b>Address:</b>	
<b>Telephone number:</b>	
<b>Email:</b>	
<b>Order/Invoice #:</b>	
<b>Product(s):</b>	
<b>Reason for return:</b>	

### FAST-PC LTD OFFICE USE ONLY

Ref:

Date:

Reviewed by:

### Declaration of Acceptance

I \_\_\_\_\_ am authorised and able to declare that item I am returning was purchased from Fast-PC Ltd and has not been damaged or altered in any way. I accept that if I breached these terms then I forfeit all right to a replacement or refund. I also understand that the item is returned at my own expense and that Fast-PC Ltd are not responsible for any return postage costs unless the the fault is Fast-PC Ltd.

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

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



# Shipping Labels

X – Please cut and attach to returning package

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**RMA**

**Fast-PC Ltd  
20 Rosegreave  
Goldthorpe  
Rotherham  
S63 9GG  
United Kingdom**

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**Only use a trackable delivery service.**