

# INVENTORY RETURN INVOICE

Reference No: \_\_\_\_\_

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

**[Your Company Name]**

[Address Line 1]

[City, State, Zip]

[Phone/Email]

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## RETURN TO (VENDOR)

[Vendor Name]

[Vendor Address]

[Contact Name]

[Account Number]

## RETURN DETAILS

Original Invoice #: \_\_\_\_\_

Reason for Return: \_\_\_\_\_

Return Auth (RMA): \_\_\_\_\_

Shipping Method: \_\_\_\_\_

SKU / Item #	Description	Qty	Unit Cost	Restocking Fee	Total Credit

Subtotal: \$ \_\_\_\_\_

Tax: \$ \_\_\_\_\_

Total Credit Due: \$ \_\_\_\_\_

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Notes: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

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