wtc
WELDING TECHNOLOGY CORP

RETURN MATERIAL AUTHORIZATION (RMA) FORM	**RMA#**	
Case # (if assigned)		
Case Description (if assigned)		

WTC products may be returned for repair, exchange or returned from a consignment by following these steps:
1. Obtain electronic RMA forms from http://www.weldtechcorp.com/service-repairs.html
2. Fill out the RMA form and fax to WTC at 1-248-987-1226.   You also can email the form to customerservice@weldtechcorp.com
3. Contact WTC Customer Service (shown above) and obtain a RMA number, a Repair/Replace quotation for your part number (if required) and an address to send your item.
4. In cases where an exchange is involved, the replacement unit will be shipped from WTC upon receipt of a completed RMA form.
5. Please include copies of the filled out RMA form and purchase order when you return your item.   It is also helpful to email both the RMA and purchase order to customerservice@weldtechcorp.com.

WARNING: If shipping a product back to WTC that contains a Lithium ion cell or battery, the cell / battery must be removed before shipping back to WTC as the lithium ion battery / cell is considered dangerous goods and shipment is regulated. If the battery cannot be removed, it is the shipper's responsibility to ensure compliance with all transportation regulations. Failure to do so may result in hazardous conditions, loss of life and property, and refusal of receipt by WTC's Receiving Department.

	Billing Address:	Shipping Address:
Company:		
Address line 1:		
Address line 2:		
City:		
State / Province:		
Country:		
Zip:		
Contact Name:		
Phone:		
Email:		

DESCRIPTION of item returned	**PART NUMBER** of item returned	**SERIAL NUMBER** of item returned	**PART NUMBER** of the control where the returned item came from	**SERIAL NUMBER** of the control where the returned item came from	**TYPE** (check box)	
					Return for Repair	
					Return from an exchange	
					Return of consignment	
REASON FOR RETURN / DETAILED DESCRIPTION OF SYMPTOMS:						
					Type of problem (check box)	
					Intermittent	
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