

# MONROE EQUIPMENT, INC.

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# **MATERIAL RETURN FORM**

**10% Restocking Fee**

**MRF N<sup>o</sup>**

Return Authorized By : \_\_\_\_\_

SOLD TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PICK UP AT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RETURN WRITTEN BY: \_\_\_\_\_

RETURN VIA: \_\_\_\_\_  
(Truck, Salesman, Customer, Other)

RETURN DATE: \_\_\_\_\_

PICKED UP BY: \_\_\_\_\_

**NEW AND UNUSED ONLY!**

Line	Return Qty	Vendor	Part or Model # or Description	Price	Inv. #	Inv. Date	Tax Code	Terms Code
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

RETURN POLICY: Please indicate the original invoice number and date, if available. **SPECIAL ORDER ITEMS ARE NOT SUBJECT TO RETURN**, except as approved by the manufacturer. A restocking fee of 25% will apply on all material returned 12 months from original purchase date.