

To be filled out by customer:

(Customer's address / Collection address)

At your request we will send this return declaration formular also to your e-mail (excel format)

Our fax no.: _____

Date: _____

Customer no. _____

Our reference: _____

Customer's return no. _____

E-Mail: _____

Signature: _____

Number of items/colli: _____

Return declaration

Following fixtures or lamps are to be returned:

Pos.	Art-No.	Art.-Description	Qty.	Delivery Note No.	Reason for return (find no. below)	Comments
1						
2						
3						
4						
5						
6						

Reason for return (no.)

1	item is not working	5	wrong items ordered
2	item is damaged / bad quality	6	return items from stock
3	changes in project	7	return of samples
4	wrong items received	8	others

Please send this filled out return declaration back to us. We will check every position and send you a **return approval** formular with according **return number** . Please **mark clearly** the return package with this number. Otherwise the package cannot be accepted by our receipt dpt. Additionally, only items in **original packaging** will be accepted.

Damaged items must be reclaimed latest **3 days** after goods receipt in written form, by fax or e-mail. Incidentally please consider our General Terms and Conditions. If you do not have those, please make a request. **Charge forward deliveries will not be accepted.**