



*Winfield Products*

1689 E. Mission Blvd. Pomona, CA 91766  
Tel: 909-666-5111 Fax: 909-666-5266 winfieldproduct.com

**RETURN GOODS AUTHORIZATION**

**RGA #**  **Customer Name:** \_\_\_\_\_

**Authorized by** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Date** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Winfield Invoice #** \_\_\_\_\_ **Customer PO #** \_\_\_\_\_

Please complete this form and fax it to (909) 666-5266, then the RGA # will be issued. Make sure the returned Package has the RGA number marked outside the box and a copy of the RGA enclosed to ensure the prompt processing for credit, and here is the return address:

**Winfield Products**  
**Attn: RGA Processing Dep.**  
**1689 E. Mission Blvd. Pomona CA 91766**

For Scrap & Credit items, after you faxed in the filled RGA, you will be informed of the credit amount and RGA number (for your reference) no need to return any products to Copperfit.

**Return Description**

\*\*\*All returns are subject to count and inspection

**For Office Use Only**

	Return Description			Reason	For Office Use Only		
	QTY	Part #	Description		Back to Stock	Scrap	Exchange
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

- A --- Ordered the wrong item
- B --- Received the wrong item
- C --- Products is defective or clearly damaged during shipment
- D --- No longer need the item
- E --- Received item not on packing list, no credit will be issued.

**RETURN TERMS AND CONDITIONS**

\*All returns must be made within 30 days and authorized with a completed RETURN GOODS AUTHORIZATION (RGA) form. To receive full credit return merchandise must be in resalable condition.

\*Please note credit will not be issued for merchandise that are damaged or not delivered to our facility

\*We recommend shipping your return products VIA UPS or FEDEX with a tracking number to ensure full credit insurance. We do not reimburse your shipping charges for any returns.

\*All products brought over 6 months from the invoice date are subject to 35% restocking fee, special order or discontinued items are not qualified for return.