

RETURN MATERIAL AUTHORIZATION (RMA) REQUEST FORM

DOMESTIC

Date:	/ /
Company Name:	
Company Address	
Contact Name:	
Contact Phone No.:	
Contact Email Address:	

RMA No. <small>(issued by Palomar)</small>	Part No.	Serial No.	PO/Contract No.	*Reason for Return Code	USML ITAR/ CCL ECCN <small>(issued by Palomar)</small>	Country of Origin <small>(issued by Palomar)</small>

*Reason Codes for Returns:
 R - Out of Warranty Repair
 W - Warranty Repair
 U - Upgrade/Retrofit/Modification
 L- Loaner (Customer Furnished Equipment)

1. All returns must have the Return Material Authorization Number (RMA No.) printed on the shipping label.
2. All domestic returns must have applicable Jurisdiction and Classification information, the applicable Destination Control Statement.
3. All return documentation must have the customer’s name and address (it cannot have Palomar’s name or address as the Consignee or Ultimate Consignee).
4. Incoterm ExWorks (EXW) for domestic shipments (except contract/PO approved term).
5. Return Material Authorization Numbers are only valid for 30 (thirty) days.
6. Any returns not meeting the above conditions will be returned to the customer without action.
7. When the repair has been completed and a FFPP is submitted to the customer for approval, a Change Order authorizing the repair costs must be received within 30 days or the FFPP will no longer be valid and a 2% storage fee will be added monthly until the repair costs have been approved.
8. Return the completed form to Scott.Su@palpro.com or liz.herrera@palrpo.com at Palomar Products, Inc.