



Vutec Corporation

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Check one: (CSR) Customer Service Request (RA) Return Authorization Request

Date: _____ Customer Account #: _____

Customer Name: _____ Contact Person: _____ Phone: _____ Fax: _____

Order Information

Item(s): _____ Serial Number: _____

Invoice #: _____ Invoice Date: _____ Order #: _____ Order Date: _____

Check Items Applicable

items being returned

Screen Motor Mirrors Instructions Missing Parts Finish Fabric Entry Error Mfg. Error Dealer Error

Other Specify: _____

Describe the Problem

Authorization# _____ Date issued: _____

Return for

Authorized by: _____ Credit to issue: _____ Specify carrier and method: _____

Repair order# _____ Replacement order# _____ Other specify: _____

Instructions

Step 1 check box CSR or RA

Step 2 fill in top section

Step 3 if CSR, send 2 requests to engineering

Step 4 if not resolved, log in RA book

Step 5 notify dealer of disposition

Step 6 a copy to accounting, manufacturing & in numerical file

Step 7 send completed copy to Mr. Axman

Step 8 fax or email approved copy to dealer

Date Received: _____ Received back: _____ Via carrier: _____

Inspection Results: _____

Condition of boxes: _____ Inspected by: _____

Accounting disposition: _____

IMPORTANT - No product may be returned without Vutec's approval. Returns will be subject to a restocking fee, except warranty repairs. Product must be shipped prepaid, in accordance with Vutec's instructions. No exceptions will be made!