

# Returned Merchandise Authorization Form



10821 47th Ave W, Suite A  
Mukilteo, WA 98275

Phone: 425-745-1266  
Fax: 425-745-1215  
www.electricalhub.com

Order #:			
First:		Last:	
Company:			
Address:		Apt, Suite, Unit:	
City:		State/Province:	Zip/Postal code:
Phone:		Email:	

Returned item(s) must be unused in like new condition within 14 days of original ship date and must be received at the Return Address Below along with this completed and signed **Return Authorization Form**.

Return Address:  
Returns Department  
Electrical Hub  
10821 47th Ave W, Suite A  
Mukilteo, WA 98275

Item(s) will be inspected upon return. Returns will not be accepted after any use, misuse or abuse. The following items are **non-returnable** for any reason: Wires, Tools, Click Bond brand products due to certification requirements, Printers, Labels, Jump Packs, Special orders and Clearance items. Some items may subject to a restocking fee.

Please indicate Items being Returned		
Stock No.	Quantity	Reason Code

**REASON CODE:**

(Please list reason number in box above)

A. Wrong Item Shipped

B. Damaged/Defective

C. Other Reason (Explain)

Please explain reason for Return:

Please print a second page if you need more space.

Internal Use Only	Authorized By:	Date:
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## **RETURN AND EXCHANGE INSTRUCTIONS**

Thank you for your order. We appreciate the opportunity to provide you with quality parts and quality services. For your convenience, if you have any questions, please feel free to give us a call at 425-745-1266.

If you wish to return/exchange an item, please follow the instructions listed below.

1. Please complete this Return Merchandise Authorization Form. If you wish to exchange an item, please place a new order. Placing a new order will allow shorter processing time.
2. Ship by a method that will deliver the item to Electrical Hub within 14 days. (We recommend US mail or UPS services.) You are responsible for returned shipping cost and insurance, if applicable.
3. Return item(s) and Return Authorization Form in your original box you received, or any plain, unmarked cardboard box to ship your return. If there are any existing shipping labels, stickers, or other materials on the shipping box from previous shipments, please remove them.  
Address the package to: Returns Department  
Electrical Hub  
10821 47<sup>th</sup> Ave W, Suite A  
Mukilteo, WA 98275
4. Affix the Return Label to your package.
5. Drop off your package at the nearest post office or with the USPS mail carrier, any UPS location or with the UPS driver. For a list of UPS locations, please visit: <http://www.ups.com/dropoff>