

Chargeback Credit Memo Request Form

Date: 11/12/2019 Chargeback Case #: CB1901156

Credit Memo Amount: \$274.32

Customer ID: BL Customer Name: Big Lots, Inc.

Chargeback Ref #: 5110453467 Cust. PO #: 88659478

Check #: WT043019 Invoice #: _____

AR Ref #: 12143653

Chargeback Reason: Billing Mistake /Pricing Error/ No. Slip-40000-0000

Division Code: SHET Division Name: Sheets(18)

Violation Description: Not a Compliance Issue

Detailed Description: OVERBILL QTY

Investigator: Becky Ni

Responsible Party: China Production

Note: it has been over 6 months and we did not receive any payback or response from customer. Request credit to close

Requestor's Note: _____

Requested by: _____ Date: _____

Approved by: _____ Date: _____