

# Chargeback Credit Memo Request Form

Date: 12/31/2019 Chargeback Case #: CB1903512

Credit Memo Amount: \$667.85

Customer ID: CASTLEGATE Customer Name: Wayfair, LLC (Castle Gate)

Chargeback Ref #: CS156999026-CS194126249 Cust. PO #: see attached

Check #: 2416207 Invoice #: \_\_\_\_\_

AR Ref #: 12156902

Chargeback Reason: Compliance Violation-E&E US-40080-0000

Division Code: \_\_\_\_\_ Division Name: \_\_\_\_\_

Violation Description: Shipment Quality Issue

Detailed Description: Missing Parts

Investigator: Rebecca Deng, Yinghua Gu

Responsible Party: US Production

Note: valid per Ying, she has obtained approval from Hellen that we will validate Wayfair's missing parts chargeback.

Requestor's Note: \_\_\_\_\_

Requested by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_