

Chargeback Credit Memo Request Form

Date: 3/9/2020 Chargeback Case #: CB2000685

Credit Memo Amount: \$15.30

Customer ID: BURL31122 Customer Name: BURLINGTON-LUXURY LINENS (ART)

Chargeback Ref #: 5027117 Cust. PO #: 650857243

Check #: 9000276593 Invoice #: 5027117

AR Ref #: 12161385

Chargeback Reason: Shipment Shortage-40070-0000

Division Code: _____ Division Name: _____

Violation Description: Short Shipment

Detailed Description: _____

Investigator: Jane Li

Responsible Party: China Production

Note: below \$100

Requestor's Note: _____

Requested by: _____ Date: _____

Approved by: _____ Date: _____