

Chargeback Credit Memo Request Form

Date: 8/18/2020 Chargeback Case #: CB2001415

Credit Memo Amount: \$12.50

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

Chargeback Ref #: 5198526 Cust. PO #: 651906096

Check #: 9000284885 Invoice #: 5198526

AR Ref #: 12167843

Chargeback Reason: Shipment Shortage-40070-0000

Division Code: _____ Division Name: _____

Violation Description: Short Shipment

Detailed Description: short ship

Investigator: Jane Li

Responsible Party: China Production

Note: below \$100

Requestor's Note: _____

Requested by: _____ Date: _____

Approved by: _____ Date: _____