



# AR CREDIT MEMO REQUEST

Requestor: Arjay  
 Date (Request to AR): 7/14/2023  
 Date (Complete): \_\_\_\_\_

## BASIC INFORMATION

Customer : Bison Office Sales Rep: Kim Wang Credit Amount: \$ 90.04  
 Refund customer via: Ollix #: 20711578  
 Credit Card/PayPal Po#  
 On Account  
 Prepaid Wire

## REFUND INFORMATION

### Reason for Refund:

- Freight Adjustment
- Returns RA #: 21019639 Restocking fee applied (yes/no)? \_\_\_\_\_
- Damages/Repair Costs
- Incorrect shipping/short shipment
- Pricing error/billing mistake
- Sales discount
- Other → Please state reason: \_\_\_\_\_

### Please list all item #s involved in deduction:

Item #:	Item Cost:	Qty:	Item Credit:	Frft:
<u>IIF20-0050</u>		<u>4</u>	<u>\$ -</u>	<u>\$ 90.04</u>
<u> </u>		<u> </u>	<u>\$ -</u>	<u> </u>
<u> </u>		<u> </u>	<u>\$ -</u>	<u> </u>
<u> </u>		<u> </u>	<u>\$ -</u>	<u> </u>
<u> </u>		<u> </u>	<u>\$ -</u>	<u> </u>

Total Credit: \$ 90.04

Notes: 

Crediting freight for a defective item.

## SIGNATURE AUTHORIZATION REQUIRED:

CSR Mngr: Lisa Petros Date: 7/14/2023