



AR CREDIT MEMO REQUEST

Requestor: Judy
 Date (Request to AR): 7/14/2023
 Date (Complete): _____

BASIC INFORMATION

Customer : BisonOffice LLC Sales Rep: Vivian Zheng Credit Amount: \$ 13.12
 Refund customer via: Ollix #: 20704308
 Credit Card/PayPal Po# 2658210
 On Account
 Prepaid Wire

REFUND INFORMATION

Reason for Refund:
 Freight Adjustment
 Returns RA #: 50009057 Restocking fee applied (yes/no)? 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 #: MP13-783
 Item #: _____
 Item #: _____
 Item #: _____
 Item #: _____

Item Cost:	\$ -	Qty:	1	Item Credit:	\$ -	Frts:	\$ 13.12
Item Cost:	\$ -	Qty:		Item Credit:	\$ -	Frts:	\$ -
Item Cost:	\$ -	Qty:		Item Credit:	\$ -	Frts:	\$ -
Item Cost:	\$ -	Qty:		Item Credit:	\$ -	Frts:	\$ -
Item Cost:	\$ -	Qty:		Item Credit:	\$ -	Frts:	\$ -

Total Credit: \$ 13.12

Notes:

crediting freight for defective item

SIGNATURE AUTHORIZATION REQUIRED:

CSR Mngr: Lisa Petros

Date: 7/14/2023