

### AR Credit Memo Request

Requestor:	<input type="text" value="Judy Tagud"/>
Date(Request)-to N.C.:	<input type="text" value="02/21/2025"/>
Date(Request)-to A/R:	<input type="text" value="02/21/2025"/>
Date(Complete):	<input type="text"/>

#### Basic Information

Customer:  Date:

Deduction Amt \$:

Customer  PO No:

PO/Ref No:

Date of Refund:

Refund  Credit Card  Paypal

On Account

Customer via:  Wire Transfer

Please check and fill necessary information below: A/B provide documents as indicated

(A) Valid payment deduction → Issue credit memo(CM)

CM amount \$:

Reason: Non-Return (Carrier Damage)

Non-Return Refund No.:

Please provide item number(s) associated with the deduction:

Total amt \$:

375.65

Item #:

MP130-0945 (SD3) FL

Item Amt \$:

296.25

Freight \$:

79.4

Sales Rep:

Michael Snow

Restocking Fee apply?

Yes

No

Total Item Amount \$:

296.25

Total Freight \$:

79.40

**(B) Invalid deduction → Claim to Customer**

(Need support to customer)

Amount to claim \$:

0

Note:

Signature Authorization Required:

CSR Mngr:

Lisa Petros

Date:

02/21/2025

