

### AR Credit Memo Request

Requestor:	<input type="text" value="arianne marundan"/>
Date(Request)-to N.C.:	<input type="text" value="03/24/2025"/>
Date(Request)-to A/R:	<input type="text" value="03/24/2025"/>
Date(Complete):	<input type="text"/>

#### Basic Information

Customer:	MP Studio	Date:	<input type="text" value="03/24/2025"/>
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Deduction Amt \$:

Customer	<input type="text" value="2219-2"/>	PO No:
PO/Ref No:	<input type="text" value="20840456"/>	

Date of Refund:

Refund  Credit Card  Paypal

Customer via:  On Account  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 \$:	<input type="text" value="462.5"/>

Reason: Non-Return (Carrier Damage)

Non-Return Refund No.:

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

Total amt \$:

462.5

Item #:

MT120-1201 (SD3) FL

Item Amt \$:

262.5

Freight \$:

200

Sales Rep:

Sandra Jones

Restocking Fee apply?

Yes

No

Total Item Amount \$:

262.50

Total Freight \$:

200.00

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

(Need support to customer)

Amount to claim \$:

0

Note:

Signature Authorization Required:

CSR Mngr:

Lisa Petros

Date:

03/24/2025

