

AR Credit Memo Request

Requestor:	<input type="text" value="arianne marundan"/>
Date(Request)-to N.C.:	<input type="text" value="08/21/2025"/>
Date(Request)-to A/R:	<input type="text" value="08/21/2025"/>
Date(Complete):	<input type="text"/>

Basic Information

Customer:	Belle Patri	Date:
		<input type="text" value="08/21/2025"/>

Deduction Amt \$:

Customer	<input type="text" value="071125"/>	PO No:
PO/Ref No:	<input type="text" value="20871322"/>	

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="1329.76"/>

Reason: Non-Return (Shortage)

Non-Return Refund No.:

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

Total amt \$:

1329.76

Item #:

MPS137-0117 (SD3) F

Item Amt \$:

526.84

Freight \$:

73.98

Sales Rep:

Sam M Silbey

Item #:

MP103-1245 (SD3) FL

Item Amt \$:

661.5

Freight \$:

67.44

Sales Rep:

Sam M Silbey

Restocking Fee apply?

Yes

No

Total Item Amount \$:

1188.34

Total Freight \$:

141.42

(B) Invalid deduction → Claim to Customer

(Need support to customer)

Amount to claim \$:

0

Note:

Signature Authorization Required:

CSR Mngr:

Lisa Petros

Date:

08/21/2025