

### AR Credit Memo Request

Requestor:	<input type="text" value="arianne marundan"/>
Date(Request)-to N.C.:	<input type="text" value="09/08/2025"/>
Date(Request)-to A/R:	<input type="text" value="09/08/2025"/>
Date(Complete):	<input type="text"/>

#### Basic Information

Customer:	The Treasure Place	Date:	<input type="text" value="09/08/2025"/>
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Deduction Amt \$:

Customer	<input type="text" value="TTP Reorder 06122025"/>	PO No:	<input type="text"/>
PO/Ref No:	<input type="text" value="20866695"/>		

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="434.03"/>

Reason: Non-Return (Shortage)

Non-Return Refund No.:

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

Total amt \$:

434.03

Item #:

MP100-0465 (SD3) FL

Item Amt \$:

198.45

Freight \$:

27.38

Sales Rep:

Harris Sales Inc.

Item #:

FPF18-0020 (SD3) FUJ

Item Amt \$:

189.52

Freight \$:

18.68

Sales Rep:

Harris Sales Inc.

Restocking Fee apply?

Yes

No

Total Item Amount \$:

387.97

Total Freight \$:

46.06

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

(Need support to customer)

Amount to claim \$:

0

Note:

**Signature Authorization Required:**

**CSR Mngr:**

Lisa Petros

**Date:**

09/08/2025