

AR Credit Memo Request

Requestor:	<input type="text" value="arianne marundan"/>
Date(Request)-to N.C.:	<input type="text" value="09/02/2025"/>
Date(Request)-to A/R:	<input type="text" value="09/02/2025"/>
Date(Complete):	<input type="text"/>

Basic Information

Customer: Final Touch Designs Date:

Deduction Amt \$:

Customer PO No:

PO/Ref No:

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 \$:

Reason: Non-Return (Defective Item
Credit – Non-Return)
Non-Return Refund No.:

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

Total amt \$:

790.75

Item #:

MT100-0177 (SD3) FL

Item Amt \$:

246.05

Freight \$:

26.22

Handling \$:

19.68

Sales Rep:

Harris Sales Inc.

Item #:

5DS100-0035 (SD3) F

Item Amt \$:

166.25

Freight \$:

32.34

Handling \$:

13.3

Sales Rep:

Harris Sales Inc.

Item #:

MP100-1121 (SD3) FL

Item Amt \$:

239.4

Freight \$:

28.36

Handling \$:

19.15

Sales Rep:

Harris Sales Inc.

Restocking Fee apply?

Yes

No

Total Item Amount \$:

651.70

Total Freight \$:

86.92

Total Handling \$:

52.13

(B) Invalid deduction → Claim to Customer

(Need support to customer)

Amount to claim \$:

0

Note:

Signature Authorization Required:

CSR Mngr:

Lisa Petros

Date:

09/02/2025