



Return Merchandise Authorization



Today's Date: _____ Date of Purchase: _____ (Must be within 30 Days)

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Associate/Customer ID: _____ Order Number: _____

Product Name: _____

Reason for Return: _____

Is the product (Please Check All That Apply)

_____ Opened

_____ Unopened

_____ Damaged

I would prefer a (Please Mark):

_____ Refund to Store Credit

_____ Refund by Check

_____ Exchange

Please return merchandise with tracking and signature required to the following address & ensure it is packaged properly to prevent breakage and spillage:

HALE
ATTN: Returns
5201 Constitution Ave NE
Albuquerque, NM 87110

Terms and Conditions: I agree to all RMA terms and conditions stated in this document and on the HALE Return Policy Information page:

Signature: _____

Print Name: _____

Date: _____

*****FOR OFFICE USE ONLY**

RMA #:

Date of Issue:

Item Received:

Resolution:

Comments: