

# Return delivery note



ARBURG GmbH + Co KG  
 Reparaturabteilung  
 Arthur-Hehl-Straße  
 D-72290 Loßburg

Date: \_\_\_\_\_  
 Order no: \_\_\_\_\_  
 Delivery note no: \_\_\_\_\_  
 Customer no: \_\_\_\_\_  
 Customer name: \_\_\_\_\_

**Important: Without return delivery note, this order cannot be processed. Please return the part together with this return delivery note within 2 weeks.**

**The following parts are returned herewith:**

Pos.	Part No.	Qty.	Designation	Device no.	Mach. no.
1					
2					
3					

**Reason for returning part(s):**

<b>A NEW part</b>	<input type="checkbox"/> not required	<input type="checkbox"/> wrongly delivered	<input type="checkbox"/> wrongly ordered
	<input type="checkbox"/> other reason:		
<b>B Defective part</b>	<input type="checkbox"/> guarantee / good will	<input type="checkbox"/> exchange part	<input type="checkbox"/> chargeable repair
	<input type="checkbox"/> other reason:		
<b>C LOAN part</b>	<input type="checkbox"/> end of loan period		
	<input type="checkbox"/> other reason:		

**When returning a defective part (reason B) please supply the following information:**

Machine operating hours in automatic:	Operating hours of component:
Alarm message in controller:	
Cause of downtime:	
Other error description:	

**Follow-up:**

<input type="checkbox"/> No further follow-up (spare/exchange part already delivered or payment arranged)		
<input type="checkbox"/> Credit note	<input type="checkbox"/> Replacement required	<input type="checkbox"/> Repair with cost estimate
<input type="checkbox"/> Complaint – reply awaited	<input type="checkbox"/> Other:	

**Contact person for processing and technical queries:**

Name: \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Date

Signature