

1 Please complete these fields:

invoice no. and invoice date

item no. and item name

reason of returning (please give an exact reason)

you desire

exchange

credit note

repair

customer ID (if known)

company or name

street and no.

ZIP-code and location

phone and e-mail

2 send service requeste-mail: **technik@fechter.de**fax: **0700-77 555 666**

After handing the service request in our customer service will assign a number for your return and sends this form with your personal reference no. and more information about the further procedure back to you.

3 your reference no.

your reference no.

(you will be informed)

4 return of goods

As soon as you got your reference number, you can send the goods back. Please follow this procedure:

- 1) Pack the goods carefully in a carton/the original packing.
- 2) Please sign this form and attach it together with a copy of the invoice to your return.
- 3) Write the reference number clearly visible on the outside of the carton. The goods won't be accepted without this label at ours and will be sent back unfree.

date

signature (and company stamp)

FECHTER DRIVE completes this:

Referenz-Nr. vergeben von/am

Wareneingang von/am

erledigt von/am

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