



RMA Request Form

USE THIS FORM WHEN YOU NEED AN RMA NUMBER

Revision 1.1
Valid from:
21.09.2026

The RMA number will be issued after we have received this form. Please fill out the form completely and send it to your contact in Sales or by e-mail to info@exc.de / Fax: +49 89 1250339 99

Customer Number	
Company	
Contact Name	
E-Mail	
Phone	

Invoice Number	
Delivery Note	
Your PO Number	
Part Number	
Date Code / Lot	
Quantity	

Reason for Return	☐ Wrong item delivered ☐ Defective item ☐ Other
Fault Description	

- If you have ordered items by mistake and want to return them for a credit note, we will check carefully whether a return is possible. We reserve the right to refuse your request. Items procured especially for you, or discontinued items, cannot be returned for a credit note.
- Please enclose a copy of this form with your shipment. Items without an RMA number will be returned at the sender's expense. The RMA number is valid for 14 days; items received after this period will be returned to you without further notice.
- Please pack returns carefully and send them with a trackable, insured service, as we cannot accept responsibility for items damaged or lost in transit. If the return is due to an error on our part, EXC GmbH will bear the return shipping costs; we will agree the shipping method with you when issuing the RMA number.
- In all cases we reserve the right to inspect the product and verify the fault. Faults caused by accident, improper handling or misuse are excluded.

Date	
Name / Signature	

For EXC use only

RMA#	
Issue Date	
Return Address	