Procedures for Return Material Authorizations (RMA):

1	Submit a completed RMA Request through the Absen Service Portal or via email to RMA@USAbsen.com
2	Technical Support will issue an RMA #.
3	Place a copy of the RMA Request Form inside your shipment.
4	Please clearly label the number in one inch block letters on the outside of your shipment for easy identification on arrival, and to avoid refusal on delivery. Be sure to use sufficient foam and bubble wrap to prevent damages in transit.
5	Ship RMA to the assigned Absen Inc. Repair Center.

Client Info	
Company:	**Contact Name:**
Return Address:	**Contact Phone:**
City/State/Zip:	**Contact Email:**

QTY	Model	Part	Batch / Order # (if known)	Issue