



5761 Research Drive
Huntington Beach, CA 92649
714.230.3200

bartcoLIGHTING.com

RETURN REQUEST FORM
(must be requested within 90 days of invoice date)
NOT AN RMA

Sales Associate: _____

Customer Information:

Company Name _____

Contact Person _____

Telephone _____ Fax _____

Customer PO _____ Sales Order # _____

Invoice # _____

Reason for Return: please explain

☐

Customer Error

☐

Factory Error

☐

Warranty

MERCHANDISE REQUESTING TO RETURN

LINE ITEM	QTY	PART NUMBER	PRICE EACH	EXTENSION
TOTAL \$				

REPLACEMENT ☐ YES ☐ NO P.O. # _____

FOR OFFICE USE ONLY

Restocking Charge: ☐ YES ☐ NO % _____

Return Merchandise Terms and Conditions

Merchandise cannot be returned without written factory authorization via an RMA number. Lamps, custom fixtures, and special order items are not returnable. All returned merchandise is subject to a 50% restocking charge, must be returned within 30 days and must be in resalable condition. A credit against the invoice will be made only after the returned merchandise is received and inspected by Bartco Lighting. Customers may not issue themselves credit.

Please email to eric@bartcolighting.com

CUSTOMER SUPPORT: 714-230-3221