



## Warranty Return Form

### Parts & Equipment

This form **MUST** be filled out completely to begin the warranty process at Midwest Supply. Please print clearly. **Note, it is common for shipping charges to apply to warranty returns** if the part(s) or equipment must be ordered and shipped to our location. Shipping charges, if any, will be billed on the original invoice for the replacement part(s) or equipment and are non-refundable.

1. Warranty parts or equipment are billed **up front** and credited upon successful completion of the warranty process at Midwest Supply (after Midwest Supply receives credit from the vendor).
2. The failed part must be returned AND this form must be completely filled out in advance of Midwest Supply beginning the warranty process. Equipment model and serial number **MUST** be provided, when applicable.
3. Return warranty equipment or parts to any Midwest Supply branch location. Alternatively, they can be picked up by Midwest Supply during our normal delivery route, if scheduled in advance.

Submitted by:

Company Name	
Employee Name	
Phone #	

Equipment or Part Owner:

Owner Name	
Address	
City, State and Zip	
Phone #	

Equipment Information (Required for equipment part warranty, one form per part):

Model #	
Serial #	
Date Unit Installed	

Part Information:

Failed Part #	
Failed Part Serial #	
Part Description	
Date Failed Part Installed	
Date Failed	
Nature of Failure (be as detailed as possible)	
Replacement Part #	

Internal Midwest Use Only:

Processed By	
Credit Memo #	
Vendor Return #	