



520 Furnace Dock Road, Cortlandt Manor, NY 10567, USA | Tel: 914 788 8877

Motion Laboratories
Return for Credit Request Form

In order to process repairs of your Motion Labs equipment in a timely manner, fill out the following information as accurately as possible and e-mail it to CustomerService@motionlabs.com . Once received, an RA Number will be issued and sent to the email provided.

Company Name:

Address:

City:

State:

Zip:

Contact Name:

Phone:

Email:

Table with 4 columns: Original SO or Invoice#, Part #, Quantity, Reason for Return. Contains 8 empty rows for data entry.

Date item shipped to MLI:

Motion Laboratories Inc. General Return Policy

- All items returned must have a Return Authorization Number issued by Motion Labs.
- All boxes with repair items must be clearly marked with the Return Authorization Number on the outside of the box.
- There will be a restocking fee for the return of items, varying depending on product. Please check with your Motion Labs sales contact about this before returning any items.
- Items returned for credit without first being issued an RA number will be set aside until such time that we can determine why the item is being returned.

Motion Laboratories Inc. Return Packaging Policy

- Please avoid using packing peanuts if possible, as particles can get into sensitive areas and potentially cause further damage to the items.
- Please do not ship multiple small items together in a box (i.e. Rac Pacs, Stringer Boxes, etc.), without sufficient padding, as they are likely to get damaged in shipping.
- ANY DAMAGE THAT OCCURS TO ITEMS IN SHIPPING, DUE TO POOR PACKAGING, WILL BE FIXED AT YOUR EXPENSE. THIS COST WILL BE DEDUCTED FROM THE CREDIT ISSUED.