



FAX SERVICE

RMA Request Form

RMA #

GCC USE ONLY

BILL TO	Dealer Name:	Account #:		
	Address:	Contact:		
	City:	State:	Zip:	Phone:

SHIP TO	Name:	Fax:		
	Address:			
	City:	State:	Zip:	Phone:

Warranty Status: (Proof of Warranty must be provided with shipment to GCC)

UNDER WARRANTY
 OUT-OF-WARRANTY
 (P.O. # REQUIRED FOR OUT OF WARRANTY OR ADVANCE SHIPMENT REQUEST)
 Purchase Order No. _____

EXTENDED CARE
 Contract No. _____
 Expiration Date

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Shipping Method Requested:

UPS Ground
 Fedex 1 Day
 Fedex 2 Day
 Other
 Advance Ship

Part Number	Description	Product Serial #
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Description of Failure: _____

Part Number	Description	Product Serial #
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Description of Failure: _____

Part Number	Description	Product Serial #
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Description of Failure: _____

Part Number	Description	Product Serial #
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Description of Failure: _____

This order/RMA request should be sent to GCC Service Administration at FAX No. (617) 275-1115. The appropriate RMA No. will be assigned and this form will be returned to you via FAX. Please ensure your FAX No. is listed above. Prices can be found in the Service Parts Price List. International shipments will be entered as common carrier collect unless air delivery is requested. The ordering dealer is responsible for all freight charges beyond Fedex 2 day delivery. Orders received by 1:30 PM Eastern Time will be processed that day. Standard parts shipments will be made in 48 hours or less. If any part is on backorder status, we will note the item above.

Entered by: GCC Representative _____	Date		
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