



Richards Industries Valve Group (Jordan-Marwin-Hex-Bestobell)

RG# (Returned Goods Authorization) request form

FAX: 1-513-533-5695 Phone: 1-800-543-7311 (USA) 1-800-354-0305 (Canada)

Return: Un-Used Only
 RESTOCK CHARGE WILL APPLY

Warranty: May result in charges, if found not to be within warranty scope

Out of Warranty: \$75 Inspection Fee (credited toward repair of subject valve only)

PO# (Required)

Waive Quote process (Requires PO#)
 Automatically repair unless cost exceeds

Bill to Address:

Ship to Address:

Attn:

Customer # :

Mark Box:

Contact: Fax: Phone:

Qty	<u>SERIAL #</u> or <u>Orig. Order #</u> Required for warranty work	<u>ITEM & REASON FOR RETURN</u> Be specific, in nature of failure (including Application/Media Press, Temp & Flow) or extra work being required (addition/change of features or options)	<u>Return Ship Via:</u>

Warning

Consignor assumes all liability resulting from injury to persons and/or property due to hazardous or toxic substances contained in materials or equipment returned to Richards Industries Valve Group.

CERTIFICATION OF DECONTAMINATION (Required for all returns/repairs)

I certify that the material being returned to Richards Industries Valve Group has been:

Not exposed to media (other than clean air, water or steam) Never Installed

Exposed to and has been decontaminated (Attach Material Safety Data Sheets to the outside of package)

Unless otherwise specified by Richards Industries, any media inside product should be flushed out completely, including any media trapped in areas such as behind seats, around the ball (Marwin), above damaged diaphragm (Jordan), etc.... Removal of this trapped media may require partial stroking of the valve, removal of housing or other measures. Please refer to product installation and maintenance manual for specific details.

(Signature) (Company) (Date)

Please Note: (failure to comply will result in refusal of shipment or return at shippers expense)

- All Packages must have approved RGA# (see below) clearly marked on the outside, and a copy of this completed form inside.
- The RGA# is valid for 30 days (North America) or 60 days (International)
- All returned goods are to be sent via PREPAID shipping method.
- Items held for more than 30 days from repair quote date, waiting for customer approval or instructions, are subject to return / disposal.

Below is for RI office use only

RG#

Ship to: **Richards Industries**
 3170 Wasson Rd
 Cincinnati, Ohio 45209
 (513) 533-5600

By: _____