

**CHICAGO**

# Chicago® Dryer Company RMA Request Form

Save this file in a convenient location on your computer to be used whenever you wish to return parts. **Instructions:** Please provide the appropriate information in the spaces below, one line per part number, or reason for return. Two columns have been provided for your reference. The six-digit Chicago Dryer Company ORDER NUMBER is critical since it is electronically linked to your account. This is *not* the same as the invoice number, pack list number, or your PO number. The machine serial number is required only if the parts are to be returned for warranty consideration. Please be as *detailed and specific* as possible with the reason for the return e.g.: "Valve leaks at port 2". Vague reasons such as "Broken" and "Warranty" will result in a delay of RMA authorization.

	Chicago Order No.	Part Number	Qty	Serial Number	Warranty? (yes/no)	Specific Reason for Return	RMA (Leave blank)	Ref 1	Ref 2
Ex.	160524	0202-325	1	50633	yes	valve leaks at port 2			
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Date: \_\_\_\_\_ Ordered By: \_\_\_\_\_

**Return this form as an e-mail attachment only to [rma@chidry.com](mailto:rma@chidry.com)**