



## Returned Material Authorization Form

**Submit the completed form to [sales@joycedayton.com](mailto:sales@joycedayton.com) and a representative will be in touch.**

The Ship To address will be included on the RMA you receive. For the best results please include a copy of the RMA form inside the package you send and write the RMA number on the outside of the package. Do not use the original packaging if it is damaged or if it is no longer appropriately sized for the item(s) being returned. Items that are damaged due to improper packaging will not be accepted.

RMA's are only valid for 30 days so it is best to send the return as soon as possible after obtaining the RMA number. *Please do not ship anything until you have received an actual RMA.*

Contact Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Serial/Part Number: \_\_\_\_\_ Quantity: \_\_\_\_\_

Supplier (Circle One):      Joyce/Dayton      EDrive Actuators

Reason for Return (Check One):

- ☐ Warranty Evaluation Consideration
- ☐ Return to Stock (Restocking Fee Assessed)
- ☐ Repair/Refurbishments (Eval Fee Charged in Addition to Repair Costs)
- ☐ Damage or Loss from Shipping

Urgent Request (Circle One):      Yes      No

Please provide any additional information that you would like to be considered for this return, attach photos with your submission if available:

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