

## TANITA Asia Return Merchandise Authorization Form

Please check our Returns Policy and the following procedures <u>before</u> sending any items back to Tanita Asia. Visit <u>http://www.miniscale.asia/returns/</u> for more details.

#### **Merchandise Return Procedures**

- 1. Contact TANITA Asia at <u>sales@miniscales.asia</u> or 852-2834-3917 to obtain the Return Merchandise Authorization Number.
- 2. Fill in this form and return to TANITA Asia at <u>sales@miniscale.asia</u>. An email will be sent to you upon receipt of your request.
- 3. Follow the requirements listed on the <u>Returns Policy page</u> to pack the RMA items, and ship via any traceable means (e.g. UPS, FedEx, DHL) at buyer expense. Be sure to retain the tracking information for your records and also share that information with TANITA Asia for reference too.
- 4. TANITA Asia will follow up with your RMA request upon receipt of your RMA items.

If you have any questions, please feel free to contact us at <u>sales@miniscale.asia</u>.

Supplier's Name:	Tanita Asia	RMA #:
		Please make sure you fill in this box.
		Application without RMA # will not be processed.
Return Address:	Unit 301-303, 3/F, Wing On Plaza, 62 Mody Road, Tsim Sha Tsui East, Kowloon, Hong Kong.	

### **Return Merchandise Authorization (RMA) Request Form**

Please fill in the form below. All fields marked with \* are mandatory.

Contact Person (Last Name, First Name)*	
Street + Number* City + Postal Code* Country*	
Contact Telephone Number*	
Contact E-mail Address*	
Your Order Number*	
Product Number* e.g. KP-601, 1479V etc	
Product LOT Number* You can locate this number at the back of your mini scale.	
Detailed Problem Description*	
Please attach images or video to assist your description	
whenever necessary.	



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#### **Important Notes:**

- Use the products' original packaging (if still available)
- Ship the RMA items via traceable means (e.g. UPS, FedEx, DHL)
- Write the RMA number on at least 2 outside surfaces of each return package
- Write the RMA number on the packing list or shipper
- Add this RMA form that was returned to you as well as a copy of your Order Confirmation to your return package
- Shipments received by Tanita Asia with a faulty or no RMA number will be refused