

**Returned Goods Authorisation  
USA & Canada**

Date: \_\_\_\_\_

Returns goods  
Authorised by: \_\_\_\_\_

Dealer Name: \_\_\_\_\_

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

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

Contact Email: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_

Original Invoice # _____ Date of Invoice: _____	
<i>Please attach a copy of invoice noting items for return and quantities</i>	
Reason for return:	Freight charges:
<ul style="list-style-type: none"> <li>.. Incorrect item ordered</li> <li>.. Incorrect item sent</li> <li>.. Items damaged</li> <li>.. Other</li> </ul>	<ul style="list-style-type: none"> <li>.. Refunded</li> <li>.. Not refunded</li> </ul>
<p><b><u>Canada</u></b>  <b>Adair Sales &amp; Marketing</b>  <b>520 Knight Crescent</b>  <b>Swift Current, Saskatchewan. S9H 3V8</b></p> <p><b>Tel: 306 773 0996</b>  <b>Email: parts@adairreps.com</b></p>	<p><b><u>United States</u></b>  <b>Hood &amp; Company</b>  <b>Suite 8/ 2432 North Eastgate Ave</b>  <b>Springfield, Missouri. 65803</b></p> <p><b>Tel: 417 865 2100</b>  <b>Email: hoodco@hoodco.com</b></p>

Office use only:	
Goods Returned & accepted for credit: ..	Date received: _____
Credit Invoice # _____	Date of Invoice: _____

This form must accompany all items being returned for credit.  
 ALL Returned goods are subject to conditions set out in the Kelly Engineering Return Good Policy KEPR029.



KEFM232us

Issue E

10/12/2021



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