



**Access  
Computing  
Solutions  
Limited**

Please read our Terms & Conditions of Sale before completing an RMA form. These can be found on our website at <http://www.acsshop.co.uk/tncsale.aspx>

Once completed please fax your form to us on 01628 819508 or email to [returns@acstech.co.uk](mailto:returns@acstech.co.uk)

We aim to deal with all return requests within 2 working days

When we have issued your RMA number please return your goods in the original packaging, well packed to prevent damage in transit and with your RMA number marked clearly on the outside of the packaging. We strongly recommend that all goods are returned by courier or recorded delivery with adequate insurance.

**Goods delivered without RMA numbers will not be accepted or signed for.**

**Access Computing Solutions Ltd**

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Registered in England No 2990427

## Return Materials Authorisation Form

Company Name: .....

Address: .....

..... Post Code: .....

Tel No: ..... E-mail: .....

Contact Name: ..... Position: .....

Invoice No: ..... Invoice Date: .....

Part No	Serial No	Product Description	Reason for Return – if faulty please give full details

Signed..... Date.....

Name..... Position.....

