



Manufacturing Your Satisfaction

HC Innovations Ltd

Head Office: Inveralmond Place, Inveralmond Industrial Estate, Perth, PH1 3TS

Tel: 01738 629839 **Email:** sales@hcinnovations.co.uk **Online:** www.hcinnovations.co.uk

Client Collection Request Form

Please complete this form for any goods that you wish to return to HC Innovations Ltd.							
PLEASE NOTE THAT ANY GOODS BEING RETURNED MUST BE IN RETURNED IN THE PACKAGING THEY WERE SUPPLIED IN.							
CUSTOMER TO COMPLETE THIS SECTION AND RETURN TO sales@hcinnovations.co.uk							
Company Name							
Customer Contact Name							
Invoice Number							
HCI Order Number							
Address							
Postcode							
Items to be returned							
Code & Description						Qty	
Warehouse Please complete this section							
Items Returned in a Sellable condition & Back on Shelf.				YES		NO	
Comments on Goods Returned							
Warehouseman's Name							
Office Please Complete this Section							
Credit Raised		YES		NO			
Was this a non-conformity		YES		NO			
Which Department							
Picking			Driver			Admin	
Office Personnel Name							