



To: _____

Date: _____

Attention: Sales Manager

Subject: Request for RMA (Return Merchandise Authorization)

Perform Air International Inc. is currently requesting an RMA, with your company for the following:

Purchase Order Number: _____

Part Number: _____

Quantity: _____

Price: _____

Reason for Return: _____

Your prompt issuance of an RMA for the above is greatly appreciated. Please also fill in the required information below. If you have any questions regarding this RMA, please do not hesitate to contact the Purchasing Department at (480) 610-3500.

RMA Number: _____

Return Approval _____

Ship to Address: _____

Ship Method: _____

Shipping Account: _____

Best regards,

Purchasing Department