

WHOFFICE

RMA FORM

Dear customer,

to gather the right data, please kindly fulfill the following form and return it to rma@whoffice.de.

Company data:

Company name and customer number*	Street
Zip code / city*	Contact person and phone number

Artikel:

Quantity	Article	Invoice number	Description of failure	RMA-number	Date

All mandatory fields are marked with *. Please fulfill the form and return it to rma@whoffice.de.

You will receive our RMA number, which allows you to return the defective goods.

Please be aware that returns of goods must be sent freight free to us! We can only accept goods, which have been purchased within the last 12 months.

Please do not send us any articles without RMA number. Basically: Please include a test printout, status report of the device and a copy of the invoice. Without this input, processing is not possible. Our RMA conditions apply.

Please indicate the EAN code of the defective article in the case of toners.

Date/Place

Name

Signature and stamp

Winterholt & Hering GmbH
AlbertEinstein-Ring 12
25451 Quickborn
Germany

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