



215-244-1400 | 800-523-7138
www.NationalComfortProducts.com

RMA Request Form

Ship all Returns to:

National Comfort Products
450 Winks Lane, Suite 200
Bensalem, PA 19020

Please Fill Out Completely and Submit to:

NCPReturns@NRAC.com
or Fax to: 215-639-1269

FACTORY USE ONLY

RMA#

- ☐ Return for Validation & Credit
☐ Field Scrap Credit Issued
☐ Return M# & S# Labels

CUSTOMER#

ORDER#

INVOICE#

INVOICE DATE

Replacement PO# _____

Please Check Box:

☐ **Parts**

☐ **Equipment**

☐ **Labor Claim**

Wholesaler: _____

Wholesaler Branch #: _____

Wholesaler Location: _____

Wholesaler Contact Name: _____

Wholesaler Phone Number: _____

Wholesale Email: _____

Contractor Performing Repair: _____

Address of End User: _____

Unit Model Number: _____

Unit Serial Number: _____

Component Model Number: _____

Serial Number: _____

Installation Date: _____

Fail Date: _____

ITEMS			
QTY.	PART# / MODEL#	DESCRIPTION	PRICE

Reason For Return: _____

****DO NOT RETURN ANY PARTS UNTIL THE RMA# HAS BEEN ISSUED
AND THE RETURN FOR VALIDATION & CREDIT BOX HAS BEEN CHECKED.****

****PART OR TAG MUST BE RETURNED WITHIN 60 DAYS OF THE FAILURE DATE.**
PARTS RETURNED AFTER 60 DAYS WILL NOT BE ELIGIBLE FOR CREDIT AND WILL BE REFUSED.**

IMPORTANT!!! IN THE EVENT THAT THE RETURNED PART IS FOUND TO HAVE NO DEFECT/ISSUE, THE SENDER WILL BE NOTIFIED OF THE RMA CREDIT DENIAL AND THE PART WILL BE STORED AT OUR RMA FACILITY FOR 60 DAYS. IF SENDER DOES NOT CONTACT NCP TO ARRANGE PICKUP OF THE PART IN THE 60 DAY TIME PERIOD IT WILL BE DISPOSED OF AT THE DISCRETION OF NCP.