



# GLOBE HOME TIMBER & HARDWARE WARRANTY CLAIM FORM



Team Member Name \_\_\_\_\_

INVOICE DATE      /      /      RETURN DATE      /      /

GLOBE INV. NO. \_\_\_\_\_

CUSTOMER NAME \_\_\_\_\_ CONTACT NO. \_\_\_\_\_

ADDRESS \_\_\_\_\_

ITEM NAME \_\_\_\_\_ SERIAL NO. \_\_\_\_\_

ITEM BAR CODE \_\_\_\_\_

ITEM SUPPLIER PRODUCT CODE \_\_\_\_\_

PROBLEM DESCRIPTION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tick relevant status       REFUNDED       EXCHANGED       PARTS REQUIRED

ITEM TAKEN FOR INSPECTION      →      CUSTOMER TO BE ADVISED

- 1. All parts must be returned – case, bits, batteries, etc.**
- 2. Attach receipt**
- 3. Forward to Goods Receiving**

**Office use only – To be completed by Goods Receiving**

DANKS INVOICE NO. \_\_\_\_\_ INVOICE DATE      /      /

CREDIT AND RA NUMBER \_\_\_\_\_ CREDIT PROCESSED      /      /

Signature \_\_\_\_\_