



# RG A REQUEST FORM

Please fill out completely

Email Completed Form to:  
**RMC.RGA@uvresources.com**

Questions: 877.UV4.HVAC x712

**INSTRUCTIONS:**

1. Complete RGA form
2. Email RGA form, Proof of Purchase, and ship to address for replacement part to [RMC.RGA@UVResources.com](mailto:RMC.RGA@UVResources.com)
3. Upon receipt, UV Resources will review RGA form and proof of purchase.
4. If approved, UV Resources will send to customer:
  - a. RGA form with assigned RGA number
  - b. Return shipping instructions, including label
  - c. Replacement part
5. Customer will return failed part to UV Resources:
  - a. Package part with RGA form
  - b. Note RGA number on package

<b>Customer:</b>		<b>By: Distributor Name</b>	
<b>Ship to:</b>	UV Resources c/o Landsberg		
	13397 Marlay Avenue, BUILDING A, DOCK 36		
	Fontana, CA 92337		
<b>Date Purchased by Contractor</b>		<b>Proof of Purchase*</b>	
<b>Please check which applies:</b> <input checked="" type="checkbox"/>			
<b>WARRANTY REPLACEMENT</b>	<input type="checkbox"/>	<b>MATERIAL RETURN</b>	<input type="checkbox"/>
<b>Product:</b>			
<b>Description</b>	<b>Qty.</b>	<b>P/N</b>	<b>Reason for Return</b>
<b>COMMENTS</b>			
<b>FOR UV RESOURCES USE:</b>		<b>RG A # MUST BE ON OUTSIDE OF RETURNED PACKAGE</b>	
RECEIVED DATE:		<b>RG A #</b>	
RECEIVED BY:			
INSPECTED BY:		DAMAGED:	YES <input type="checkbox"/> NO <input type="checkbox"/>
		FULL CREDIT: <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
REPLACED: <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	SHIP DATE:	

\*Proof of purchase must be supplied along with RGA Request Form

\*\*For replacement ballasts, a purchase order will be required to initiate processing. When ballast has been returned, tested, and confirmed to be faulty, a credit will be given to off-set the cost of the ballast.