



155 Jackson Rd
Devens, MA 01434-5614

ISO 9001 REGISTERED
EIN: 04-2590187

Phone: (800) 446-3639
Fax: (800) 253-5246
www.laddawn.com

RETURN AUTHORIZATION (RA) FORM

RA NO. 18247	RA DATE 12/12/17
SALES ORDER NO. 1335103A	DATE INVOICED 12/12/17
RETURN FREIGHT RESPONSIBILITY	RETURN CARRIER
CALL TAG NUMBER	
RETURN ADDRESS 2 NORTHEAST BLVD STERLING, MA 01564	

We are sorry you'll be needing to make a return. If your need is the result of our mistake, we apologize for the inconvenience and pledge to attack the source of the error with our ISO 9001 quality system. If you are making a return for any other reason, we understand that it may be equally inconvenient, and promise to provide a quick remedy.

To guarantee the processing of your return, please read this form completely and review the notes below.

SOLD TO	075002 EASTERN STATES PACKAGING 22 COURT AVE BROCKTON, MA 02301 USA	PICKUP LOCATION	EASTERN STATES PACKAGING 22 COURT AVE BROCKTON, MA 02301
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[illegible]

How to Return an Item:

- 1) All Shipments must be marked clearly with the Return Authorization (RA) number that appears in the upper right corner of this form. Unmarked products cannot be processed and must be rejected upon arrival.
- 2) All products must be returned in original packaging and condition. Please understand that products returned outside of their original packaging may be without value.
- 3) Please make sure that everything to be returned is listed on this form. If it is incomplete or inaccurate, please call immediately.
- 4) Review the information in the upper right corner of this form. If we are responsible for picking up the items, our name will appear in the 'RETURN FREIGHT' field. Please be sure that all merchandise is ready, as we are scheduling pick-up immediately. If you are responsible for freight, it will read 'CUSTOMER' in the 'RETURN FREIGHT' field. Please note that items must be shipped within seven working days to the 'RETURN ADDRESS' to guarantee processing. If returning by common carrier please specify Freight Class 55 - Plastic Film & Sheeting on the Bill of Lading.

Notes: We will refund handling and freight charges on original shipments made in our error or waive these fees on a replacement order.

The administrative costs of processing returns made for reasons other than defective product or our error will be offset by a 15% restocking fee. FRM-SALES-RMA Rev 06/06/08 P.1