Midstate Tool & Supply, Inc.
121 Halbritter Drive•Altoona, PA 16601

Request for RGA (Return Goods Authorization)

print, legibly complete this form and send it to:
returnrequest@midstatetool.com -or- Fax the completed form to: **814-944-7571**

1. Merchandise may be returned within 90 days with proof of purchase and upon approval of this RGA Request.
2. Returns will be limited to new merchandise in standard manufacturer's packaging and in resalable condition with the exception of broken or allegedly defective products (See Below).
3. No merchandise may be returned for credit…a.) …that has been used. b.) …that has been discontinued by the manufacturer. c.) …that has been modified, or damaged.
4. Total returns for a single year is limited to not more than 10% of the total purchases during the previous year

Providing complete and accurate information on this form helps to expedite the return process.

Company Name:
Contact Name:
Phone Number:

Account Number:
Email:
Fax: Number:

Part No.	Invoice No.	Order No.	Reason for Return (If Allegedly Defective or Broken state the nature of the defect or damage)

Use Additional Forms If Needed