

# Return Merchandise Authorization (RMA) Form

*For any merchandise to undergo repairs or maintenance, this form must be completed in full and approved by MB Ranch King, LLC. After approval, the Dealer/Customer must coordinate a drop-off time, or arrange shipping to our facility. All products will be evaluated to determine required repairs and warranty eligibility. Once the evaluation is complete, if all or part of the repairs are not warranty eligible, MB Ranch King will provide the Dealer/Customer with repair costs for approval. After repairs are finished, the Dealer or customer will be notified to arrange pickup or return shipping.*

**Note: Product must have been or needs to be registered with our warranty registry form from our website to be considered for repair work. Form can be found at: <https://www.ranchkingblinds.com/warranty/>**

**Dealer Name:**

**Customer Name:**

**Dealer Phone:**

**Customer Phone:**

**Dealer Email:**

**Customer Email:**

**Dropoff Date:**

**Requested Pickup Date:**

**Customer Expectations (if any) other than repair:**

*\*Please note hours of operation are: M-F 8AM – 4:30PM Lunch break from 12PM – 1PM\**

## Products for Repair

| Product | Serial Number | Repair Description |
|---------|---------------|--------------------|
|         |               |                    |
|         |               |                    |
|         |               |                    |
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|         |               |                    |

*All products must be inspected upon arrival. Warranty coverage is determined after evaluation.*

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### Office Use Only:

|                         |                              |
|-------------------------|------------------------------|
| Received/Checked-In by: | Repairs Completed by (date): |
| Checked Out by:         | Shipped, or Customer Pickup: |