

LEXTON INDUSTRIES, INC.

321 W. 135th St.
 Los Angeles, CA 90061
(RETURNS ADDRESS)

664-A Freeman Lane PMB # 308
 Grass Valley, CA 95949
 phone 323 284 2188 / toll free fax 1 866 281 8605
 email: servicedesk@lextonfans.com

**Replacement Policy:**

Products purchased from Lexton Industries Inc. may be returned by following these steps:

1. Contact Lexton Industries Inc. Service Desk at servicedesk@lextonfans.com or 323 284 2188 to obtain an RMA number. Return Material Authorization (RMA) Form (25% re-stocking charge applies).
2. Fill out the Return Material Authorization Form in its entirety, place the RMA Form in the box with the item(s) being returned.
3. Return the authorized item(s) per shipping instructions, by prepaid freight.
4. Our Replacement Department will process your request. Must provide original order or invoice.

RMA#**Distributor Return Material Authorization (RMA) Form**

Company: _____ Contact Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Email Address: _____
 Phone: _____ Fax: _____
 Date Issued: _____

Quantity	Model #	Description	Reason for Return	Order Number	Order Date

Shipping Instructions:

1. Be sure to obtain an RMA number & clearly mark the outside of the box(s) with the RMA number.
2. Ship only the items that are authorized, freight charge must be prepaid or shipment will be refused.
3. Ship returned items to:
LEXTON INDUSTRIES, Inc.
ATTN: Service Desk
321 W. 135th St.
Los Angeles, CA 90061

Sample Address Label with RMA number

John Smith
 ABC Corporation
 123 South Street

LEXTON INDUSTRIES, Inc.
 ATTN: Service Desk
 321 W. 135th St.
 Los Angeles, CA 90061

RMA#: 123456

Shipments received by Lexton Industries Inc. without an RMA number will be refused. Freight must be prepaid or shipment will be refused. Any and all goods returned are subject to a 25% restocking fee. Any and all goods are subject to inspection. Only saleable goods will be credited.

Customer Signature: _____ Date: _____
 Return Approval: _____ Date: _____