



Return Material Authorization (RMA) Form

Replacement Policy:

Products purchased through CINEMILLS and under warranty* may be returned for replacement by following these steps:

1. Fill out the Return Material Authorization Form in its entirety. Email to sales@cinemills.com or Fax to 818.843.7834 and wait for approval and RMA number.

2. Return the authorized item(s) per shipping instructions below.

3. Our Replacement Department will process your request.

4. Turnaround time for all returns is 4-6 weeks from date received.

*Under Warranty (Must provide original invoice #, date and serial # in order to verify warranty coverage.

Company: _____ Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Phone: _____ Fax: _____

RMA #: _____ Date Issued: _____

(Obtain from Cinemills Customer Service)

Qty.	Part Number	Description	Reason for Return	Serial #	Invoice #	Order Date

Shipping Instructions:

1. Be sure to obtain an RMA number and clearly mark the outside of the box(es) with this number.

2. Ship only the items that are authorized.

3. Ship returns to:

CINEMILLS Corporation
 Attn. Replacement Dept.
 2021 N. Lincoln St.
 Burbank, CA 91504

*Turnaround time for all returns is 4-6 weeks from date received.

*Shipments received by CINEMILLS without an RMA number will be refused.

Use this space for additional Comments:

Customer Signature: _____ Date: _____

Return Approval: _____ Date: _____