



BURKE E. PORTER MACHINERY CO.

730 PLYMOUTH N.E.
GRAND RAPIDS, MICHIGAN 49505
Telephone (616) 234-1232
Telefax (616) 459-4828

PART RETURN FORM

RMA # _____
Customer Name: _____
Company Name: _____
Manufacturer Part # _____
Part Serial #s _____
Quantity _____

What machine does the defective part come from?

Plant Location: _____
Machine Model # _____
Machine Serial # _____

Complete Problem Description: (Required for Return)

Defective items NOT sent back to BEP after a replacement has been provided will be billed to the customer.

Customer Contact Name: _____
Contact e-mail address: _____
Contact fax # _____
Contact Phone # _____

Fill out form completely and return to Jeff Jason via e-mail at: jeff.jason@bepco.com.
Or print and fill out the form and fax to Jeff Jason at: (616) 459-4828
For questions, phone Jeff at: (616) 234-1232