

## Spares & Service Department Chargeable Returns - Goods Returned Label

Please return unit(s) to the address below, including a copy of the Goods Returned Note inside the carton.

**Please cut out the label below and attach to the outside of the package to be returned.**

<p><b>TO:</b> <b>FAO Spares &amp; Service Department – Chargeable Returns</b> <b>Hawker Siddeley Switchgear Ltd</b> <b>Unit 3, Blackwood Business Park</b> <b>Newport Road,</b> <b>Blackwood,</b> <b>Gwent.</b> <b>NP12 2XH</b></p> <p>HSS_RMA Ref No: _____ Carton _____ of _____</p>
<p><b>FROM:</b> <b>Company:</b> _____</p> <p><b>Address:</b> _____ _____ _____ <b>City:</b> _____</p> <p><b>State/Province:</b> _____ <b>Zip/Postal Code:</b> _____</p>

**Shipping Checklist:**

- All cartons are clearly marked with the HSS\_RMA Reference No. and have a copy of the Goods Returned Document enclosed. Please use the label provided.
- Product must be packaged to prevent shipping damage. Whenever possible, return product in original carton.
- Cartons should be shipped freight prepaid. No C.O.D. deliveries will be accepted.

***Note:** The customer is responsible for all shipping charges for products returned under our Returns Procedure unless this has been specifically agreed and confirmed in advance. HSS will not accept responsibility for loss or damage of goods during return, please make sure that the insurance cover option is taken with the courier service provider.*

**FAILURE TO COMPLY WITH THE PROCEDURE OUTLINED ABOVE WILL RESULT IN THE REFUSAL OF RETURNED GOODS**